Intensive English Program
Learn - Experience - Grow
Pre-Arrival Information
# Table of Contents

1) Welcome Message from the Director ........................................................................2

2) Intensive English Program Mission Statement ......................................................3

3) Language Institute Offices .......................................................................................4

4) Planning Your Arrival .............................................................................................5-7
   1. Transportation from the Airport ........................................................................5
      a. Taxi Services
      b. Shuttle Services
      c. Hartsfield-Jackson International Airport
      d. Marta Busses and Trains
      e. Uber or Lyft
   2. Atlanta Area Map ...............................................................................................6
   3. MARTA Rail Map ..................................................................................................7
   4. Hotel Accommodations in Atlanta .......................................................................7

5) Planning Your Stay ................................................................................................8-9
   1. Housing Options ..............................................................................................8
      a. On-Campus Housing
      b. Off-Campus Housing
   2. What to Bring ..................................................................................................9
      a. Appropriate Clothing
      b. Temperature Range

6) Parking & Transportation ......................................................................................10
   1. Campus Parking .............................................................................................10
      a. Driver’s License
      b. Campus Parking
   2. Campus Transportation ...............................................................................10
      a. Georgia Tech Trolley
      b. Georgia Tech Stinger Buses

7) Georgia Tech Health Requirements ..................................................................11

8) Contact Us .........................................................................................................12
Welcome Message from the Director

Dear Student,

On behalf of the faculty and staff of the Language Institute at the Georgia Institute of Technology, I would like to welcome you to our Intensive English Program. We are very happy that you have chosen to study with us. To help you get to know our program, the Georgia Tech campus, the Atlanta area, and life in the United States in general, we have put together this handbook. We hope that you will find this handbook useful as you begin your studies and later as a reference guide.

The Intensive English Program typically has students from over 40 different countries, so you will have the opportunity to meet classmates from all over the world. We encourage you to use English as much as possible while you are here. We have found that the students who make the most progress in their language skills are the ones who use English both in and out of the classroom. Try to meet people in the program who DO NOT speak your language.

We hope that you will enjoy your stay at the Language Institute. If you have any questions or concerns about the program that you would like to discuss, I welcome you to stop by my office in Room 104. My door is always open.

Karen Tucker

Director
Language Institute
Georgia Institute of Technology
The mission of the GTLI’s Intensive English Program is to provide high quality instruction in English to speakers of other languages to help them develop the linguistic and cultural competence they need to reach their academic, professional, and personal goals.
Language Institute Offices

GTLI Main Office & Classrooms
O’Keefe Building
151 6th Street N.W.
Atlanta, Georgia 30332-0374
(404) 894-2425

GTLI Additional Classrooms
Biltmore Building
817 W. Peachtree Street NW
Suite E-105
Atlanta, GA 30308
Classroom entrance on 6th Street
Planning Your Arrival

TRANSPORTATION FROM THE AIRPORT

Taxi Service

Taxi service is available from Hartsfield International Airport to most of the metropolitan area. Taxis are located outside the main terminal. Follow the signs for “Ground Transportation”. If you take a taxi from the airport to your hotel or to the Language Institute, you should be prepared to give the taxi driver the exact street address of your destination. The approximate cost of a taxi from the airport to midtown Atlanta is $30.

Shuttle Services

Many hotels in the downtown and midtown areas have an airport shuttle service. When you make a hotel reservation, ask if there is a shuttle service available. When you arrive at the airport, follow the signs for “Ground Transportation”. Airport/hotel shuttles cost $10.

Hartsfield-Jackson International Airport

There is a free shuttle from the international terminal to the domestic terminals, where there is a MARTA station. Driving to the international terminal is different from driving to the other terminals, so make sure to check the airport’s website (http://www.atl.com/) for driving directions.

MARTA Buses and Trains

The MARTA station is located on the far west side of the main terminal in the area designated “Ground Transportation.” The train runs from the airport station to many different locations in Atlanta. The fare is $2.50.

Train Stations by Georgia Tech:
- Midtown Station – Closest station to the Language Institute
- North Avenue Station

For more information about MARTA train service, bus route information, bus schedules, and maps, please visit the MARTA website: http://www.itsmarta.com/.

Uber / Lyft

Uber and Lyft are alternative taxi services that work through an application on the phone. It is a 24 hour service. Payments are charged directly to a credit card or debit card that you link to your online account. For more information visit: https://www.uber.com/ and https://www.lyft.com/.

The Language Institute accepts no responsibility or liability for students’ transportation choices.

Welcome to Atlanta, Georgia!
HOTEL ACCOMMODATIONS IN ATLANTA

If you plan to stay in a hotel or motel when you first arrive in Atlanta, please make your reservation directly with the hotel of your choice. Check the hotel’s website for the most up-to-date rate information. Mention that you are attending a Georgia Tech program to receive a Georgia Tech rate when available. These hotels are within walking distance from the Language Institute.

- Atlanta Marriott Suites Midtown
- Courtyard Atlanta Midtown
- Crowne Plaza Atlanta-Midtown
- Georgia Tech Hotel
- The Georgian Terrace
- Hampton Inn-Atlanta-GT Downtown
- Hilton Garden Inn Atlanta Midtown
- Hotel Indigo-Atlanta Midtown
- Hyatt Atlanta Midtown
- Regency Suites Midtown Atlanta
Planning Your Stay

HOUSING OPTIONS

**On-Campus Housing**

Campus housing is usually available from January through July. Contact lihousing@esl.gatech.edu for information and availability.

**Off-Campus Housing**

The following information is provided for your convenience. Neither Georgia Tech nor the Language Institute is able to recommend or directly promote any of these options.

Privately Operated Apartment Style Dormitories

Students have private bedrooms and private or shared bathrooms. They share kitchens and other common areas with 2 – 4 roommates who are students at an academic institution. All rooms are furnished, and utilities are usually included.

- Westmar Lofts: [www.westmarlofts.com](http://www.westmarlofts.com)
- 100 Midtown: [www.100midtown.com](http://www.100midtown.com)
- The Flats: [www.theflatsatlanticstation.com](http://www.theflatsatlanticstation.com)

Please visit the Language Institute website for information and considerations for leasing an apartment.

- [https://esl.gatech.edu/intensive-english-program/housing](https://esl.gatech.edu/intensive-english-program/housing)

Internet sites to assist in your housing search:

- [http://housing.gatech.edu/techlife/Off%20Campus%20Housing/Pages/default.aspx](http://housing.gatech.edu/techlife/Off%20Campus%20Housing/Pages/default.aspx)
- [www.places4students.com/Index.aspx](http://www.places4students.com/Index.aspx)
- [www.apartmentguide.com/](http://www.apartmentguide.com/)

American Homes

Independent companies in Atlanta place students in private family residences:

- Mark’s Homestay: [www.markshomestay.com](http://www.markshomestay.com)
- American Homestay Network: [www.homestaynetwork.com](http://www.homestaynetwork.com)

The Language Institute accepts no responsibility or liability for students’ housing choices. Contact lihousing@esl.gatech.edu if you have any questions or need assistance in selecting your accommodations.
Planning Your Stay

Appropriate Clothing

Consider the seasons when planning what to bring:

<table>
<thead>
<tr>
<th>Fall</th>
<th>Winter</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Sweaters</td>
<td>✓ Sweaters</td>
</tr>
<tr>
<td>✓ Pants</td>
<td>✓ Coats</td>
</tr>
<tr>
<td>✓ Long-Sleeved Shirts</td>
<td>✓ Pants</td>
</tr>
<tr>
<td>✓ Short-Sleeved Shirts</td>
<td>✓ Long-Sleeved Shirts</td>
</tr>
<tr>
<td>✓ Light Coat</td>
<td>✓ Gloves</td>
</tr>
<tr>
<td>✓ Shorts (for early fall)</td>
<td>✓ Mittens</td>
</tr>
<tr>
<td>✓ Rain Gear</td>
<td>✓ Turtlenecks</td>
</tr>
<tr>
<td></td>
<td>✓ Rain Gear</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Sweaters</td>
<td>✓ Shorts</td>
</tr>
<tr>
<td>✓ Pants</td>
<td>✓ Pants</td>
</tr>
<tr>
<td>✓ Long-Sleeved Shirts</td>
<td>✓ T-Shirts</td>
</tr>
<tr>
<td>✓ Short-Sleeved Shirts</td>
<td>✓ Short-Sleeved Shirts</td>
</tr>
<tr>
<td>✓ Light Coat</td>
<td>✓ Dresses</td>
</tr>
<tr>
<td>✓ Rain Gear</td>
<td>✓ Light Sweater</td>
</tr>
<tr>
<td>✓ Shorts (for late spring)</td>
<td>✓ Rain Sweater / sun shade</td>
</tr>
</tbody>
</table>

Weather in Atlanta can change quickly. Inside and outside temperatures vary greatly due to heating and cooling systems.

Temperature Range for Atlanta, Georgia

<table>
<thead>
<tr>
<th></th>
<th>Average Maximum</th>
<th>Average Minimum</th>
<th>Water Temp.</th>
<th>Average Rainfall</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>62 F</td>
<td>14 C</td>
<td>43 F</td>
<td>6 C</td>
</tr>
<tr>
<td>February</td>
<td>64 F</td>
<td>15 C</td>
<td>45 F</td>
<td>7 C</td>
</tr>
<tr>
<td>March</td>
<td>69 F</td>
<td>21 C</td>
<td>50 F</td>
<td>10 C</td>
</tr>
<tr>
<td>April</td>
<td>76 F</td>
<td>25 C</td>
<td>58 F</td>
<td>13 C</td>
</tr>
<tr>
<td>May</td>
<td>83 F</td>
<td>28 C</td>
<td>66 F</td>
<td>20 C</td>
</tr>
<tr>
<td>June</td>
<td>88 F</td>
<td>31 C</td>
<td>72 F</td>
<td>23 C</td>
</tr>
<tr>
<td>July</td>
<td>89 F</td>
<td>31 C</td>
<td>74 F</td>
<td>24 C</td>
</tr>
<tr>
<td>August</td>
<td>89 F</td>
<td>31 C</td>
<td>74 F</td>
<td>24 C</td>
</tr>
<tr>
<td>September</td>
<td>85 F</td>
<td>27 C</td>
<td>71 F</td>
<td>21 C</td>
</tr>
<tr>
<td>October</td>
<td>77 F</td>
<td>26 C</td>
<td>61 F</td>
<td>14 C</td>
</tr>
<tr>
<td>November</td>
<td>70 F</td>
<td>21 C</td>
<td>51 F</td>
<td>11 C</td>
</tr>
<tr>
<td>December</td>
<td>62 F</td>
<td>14 C</td>
<td>43 F</td>
<td>6 C</td>
</tr>
</tbody>
</table>
Parking & Transportation

CAMPUS PARKING

Driver’s License

Students who are non-residents of the United States and who have a valid driver’s license from their home country in English or an international driver’s license are not required to get a Georgia driver’s license unless they purchase a car.

For current information from the Department of Driver’s Services on requirements for the issuance of a Georgia driver’s license, please see the DDS website: www.dds.ga.gov.

Campus Parking

There is no free parking anywhere on campus! Parking is strictly enforced on campus and in the surrounding areas. Most parking spaces require a permit, which is available at the Parking Office. There are also visitor parking lots, and coin-operated or metered parking. Georgia Tech Parking/Transportation website: www.pts.gatech.edu.

CAMPUS TRANSPORTATION

Georgia Tech Trolley

Georgia Tech provides a free campus shuttle to and from the Midtown Station. The bus is called the “Tech Trolley”. For information about schedules and maps, visit http://pts.gatech.edu/tech-trolley-and-midnight-rambler.

Georgia Tech Stinger Buses

Georgia Tech has 3 campus shuttle (Stinger) routes that serve the campus and surrounding areas. Stinger bus service is provided on weekends to Atlantic Station and Publix with the exception of GT Holidays. Visit http://pts.gatech.edu/stinger-buses for more information.
Georgia Tech Health Requirements

Immunizations/TB Testing

The Certificate of Immunization must be completed, signed, and stamped by a doctor or medical provider. If there are immunizations you are missing, you may choose to complete them in your home country or you may complete them after you begin classes at the Language Institute.

NOTE: Medical requirements must be completed during your first session at the Language Institute.

Health Insurance

All students holding an F1 visa are required to enroll in the BlueCross BlueShield student insurance plan that has been selected by the Georgia Institute of Technology. The current cost of the plan is $354 per session and it provides coverage for immunizations and tests at the Georgia Tech Student Health Center.


- For F-1 visa holders, this insurance is mandatory
- For non-F-1 students, the plan is optional
- Students pay this fee at registration each session at the Language Institute.

Sponsored Students

If you are a sponsored student, your financial guarantee letter and/or proof of sponsorship needs to be submitted before the first day of class. F-1 visa holders who do not submit a financial guarantee on registration day will be enrolled in the BlueCross BlueShield student insurance plan.
# Contact Us

<table>
<thead>
<tr>
<th>Photo</th>
<th>Name</th>
<th>Position/Responsibilities</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Image" /></td>
<td>Karen Tucker</td>
<td>Director&lt;br&gt;Program/Classes/Schedules/Special Concerns/Academic Advising</td>
<td><a href="mailto:karen.tucker@pe.gatech.edu">karen.tucker@pe.gatech.edu</a></td>
</tr>
<tr>
<td><img src="image2.png" alt="Image" /></td>
<td>Anna Potter</td>
<td>Associate Director of Enrollment and Business Operations</td>
<td><a href="mailto:anna.potter@pe.gatech.edu">anna.potter@pe.gatech.edu</a></td>
</tr>
<tr>
<td><img src="image3.png" alt="Image" /></td>
<td>Mary Ellen Whelan</td>
<td>Registration Coordinator&lt;br&gt;Registration/Fees/Insurance</td>
<td><a href="mailto:mary.whelan@pe.gatech.edu">mary.whelan@pe.gatech.edu</a></td>
</tr>
<tr>
<td><img src="image4.png" alt="Image" /></td>
<td>Kate Kirk</td>
<td>Registration Coordinator&lt;br&gt;Kirk Guger&lt;br&gt;IT Support Professional&lt;br&gt;Computer Accounts/Technology</td>
<td><a href="mailto:kathleen.kirk@pe.gatech.edu">kathleen.kirk@pe.gatech.edu</a></td>
</tr>
<tr>
<td><img src="image5.png" alt="Image" /></td>
<td>Greg Rountree</td>
<td>Registration Coordinator&lt;br&gt;Inquiries/New Applicants&lt;br&gt;Social Media/Marketing</td>
<td><a href="mailto:greg.rountree@pe.gatech.edu">greg.rountree@pe.gatech.edu</a></td>
</tr>
<tr>
<td><img src="image6.png" alt="Image" /></td>
<td>Jackie Ramezani</td>
<td>Student Support Coordinator&lt;br&gt;Housing/Medical Insurance/Future Academic Advising</td>
<td><a href="mailto:jackie.ramezani@pe.gatech.edu">jackie.ramezani@pe.gatech.edu</a></td>
</tr>
<tr>
<td><img src="image7.png" alt="Image" /></td>
<td>Adria Motiwalla</td>
<td>Student Support Coordinator&lt;br&gt;Activities/General Information</td>
<td><a href="mailto:adria.motiwalla@pe.gatech.edu">adria.motiwalla@pe.gatech.edu</a></td>
</tr>
<tr>
<td><img src="image8.png" alt="Image" /></td>
<td>Leah Attruia</td>
<td>Student Support Coordinator&lt;br&gt;Activities/Special Groups</td>
<td><a href="mailto:leah.attruia@pe.gatech.edu">leah.attruia@pe.gatech.edu</a></td>
</tr>
<tr>
<td><img src="image9.png" alt="Image" /></td>
<td>Linda Dougherty</td>
<td>Student Support Coordinator&lt;br&gt;Registration/General Information</td>
<td><a href="mailto:linda.dougherty@pe.gatech.edu">linda.dougherty@pe.gatech.edu</a></td>
</tr>
<tr>
<td><img src="image10.png" alt="Image" /></td>
<td>Harry Robinson</td>
<td>IT Support Professional&lt;br&gt;Computer Accounts/Technology</td>
<td><a href="mailto:harry.robinson@pe.gatech.edu">harry.robinson@pe.gatech.edu</a></td>
</tr>
<tr>
<td><img src="image11.png" alt="Image" /></td>
<td>Kirk Guger</td>
<td>IT Support Professional&lt;br&gt;Computer Accounts/Technology</td>
<td><a href="mailto:kirk.guger@pe.gatech.edu">kirk.guger@pe.gatech.edu</a></td>
</tr>
</tbody>
</table>

For more assistance preparing for your trip, please see your local Education USA Advising Center for pre-departure information and other guidance! [https://educationusa.state.gov/find-advising-center](https://educationusa.state.gov/find-advising-center)