Step 1. Login to www.atlas.gatech.edu.

Step 2. Navigate to the **Admin Console** and select **Application Finder**.

Step 3. Filter student application search results.

Application Status Glossary:

Application In-Progress: The student has begun an application but one or more elements are incomplete. Note that the Office of International Education will verify disciplinary standing for all applicants. This will remain incomplete while we wait to receive this back from the Office of Student Integrity.

Application Complete: All applications components are complete and the application is awaiting review. Note that we begin releasing completed application for review by Program Directors after proposals have been reviewed and approved by the Study Abroad Committee.

Committed: An application is complete, has been reviewed and approved by the Program Director, and the student is committed to the program.

Withdrawn: An applicant has withdrawn their application for consideration prior to review or they have dropped from the program after being admitted.

Denied: An applicant has been reviewed and denied admission to the program.

Step 4. Click on the **Plus Button** to locate additional filter options.

Step 5. Example: To search for your specific program applications, select *Program Details* and then *Programs.* You may also use these filter options to search for other criteria.

Step 5 (Continued).

🔍 Search   ▼ C 🖫 ⚙ ☐ **My Applications Only**

Favorite filters ⌄   Saved filters ⌄

App Cycle   Program Type   Status
Spring 2023   ▼   Outgoing   ▼   Application Complete, Ap... ▼

┌───┐
│ Program Name   ▼ 🗑   │   Location
└───┘
                                                                            Metz, France
Assigned Program(s)
                                                                            Brisbane, Australia
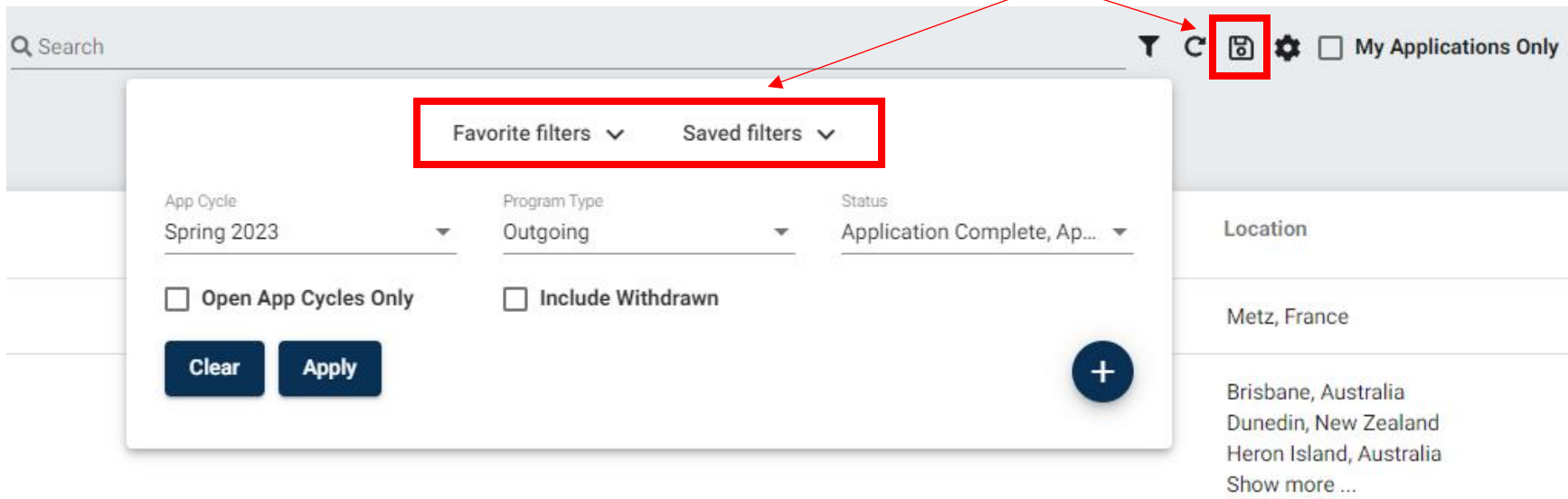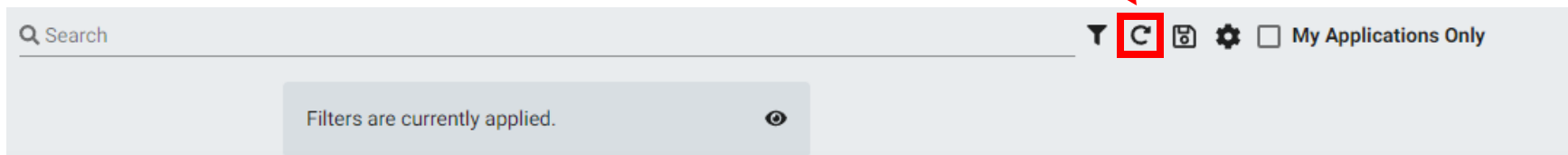 Pacific Program ⊗   Dunedin, New Zealand
                                                                            Heron Island, Australia
                                                                            Show more ...

                                                                            Brisbane, Australia
☐ **Open App Cycles Only**   ☐ **Include Withdrawn**   Dunedin, New Zealand
                                                                            Heron Island, Australia
  Clear   **Apply**   ⊕   Show more ...

                                                                            Metz, France

Step 6. Save filters for criteria that you will search frequently and return to them in the future.

Step 7. Note that your filters will remain in place until you clear them. Click here to reset search filters.

Step 8. If trying to locate a specific student application, reset search filters and type the students name in the primary search bar.