



# International Student Application Checklist

## ALL STUDENTS MUST SUBMIT:

- |   |  |
|---|--|
| <input type="checkbox"/> Application Form           | This form must be signed and dated by the student.   |
| <input type="checkbox"/> Application Fee            | Include a one-time nonrefundable \$20 fee.   |
| <input type="checkbox"/> Photograph                 | One passport sized photograph.   |
| <input type="checkbox"/> Autobiographical Statement | One page handwritten essay in English describing your academic background, educational objectives, and professional or career goals. Please also include in the letter the living arrangements you have made, since the College does not provide housing.  |
| <input type="checkbox"/> Affidavit of Support       | This form must be completed by the applicant's financial sponsor. It must be signed and notarized.   |
| <input type="checkbox"/> Bank Statement *           | Sponsor must provide an original bank statement showing adequate funds to cover one year of studies as indicated on the Affidavit of Support.  |
| <input type="checkbox"/> High School credentials *  | Please submit the <b>original</b> credentials showing completion of Higher Secondary education. We do not accept fax or certified photocopies.   |
| <input type="checkbox"/> TOEFL                      | Required TOEFL score to be admitted into the Academic program is either 79 (iBT TOEFL) , 213 (Computer TOEFL) or 550 (Paper TOEFL). Students who have a score below the necessary amount will be required to complete the ELI program before being admitted to the Academic programs.<br>** TOEFL is not required for enrollment into the ELI program ** |
| <input type="checkbox"/> Copy of passport           |  |

## IN ADDITION STUDENTS APPLYING WITHIN THE US MUST SUBMIT:

- |   |  |
|---|--|
| <input type="checkbox"/> Copy of visa             | Most recent visa even if expired.  |
| <input type="checkbox"/> Copy of I-94 card        | Copy the front and back sides.   |
| <input type="checkbox"/> Copy of DS-2019          | <i>If applicable</i> – Copy both pages.  |
| <input type="checkbox"/> Copy of Notice of Action | <i>If applicable</i> – Copy the USCIS Notice of Action for previous approval or Extension or change of status. |

## IN ADDITIONAL TO THE ABOVE IF YOU ARE AN F-1 TRANSFERING STUDENT YOU MUST ALSO SUBMIT:

- |  |  |
|--|--|
| <input type="checkbox"/> Copy of I-20      | Submit copies of all the I-20's that have been issued to you, pages 1 and 3.   |
| <input type="checkbox"/> Transcripts       | Send Official transcripts from your current College/University to the <ul style="list-style-type: none"><li>o International Admission office</li><li style="text-align: center;"><u>and</u></li><li>o Records office</li></ul> |
| <input type="checkbox"/> Pre-Transfer Form | Must be submitted directly from your current College/University International Student Office advisor. They can either mail or fax the Pre-transfer form.   |
| <input type="checkbox"/> OPT card          | <i>If applicable</i> - submit a copy of the OPT card. Expiration date _____  |

## STUDENTS WITH DEPENDENTS MUST PROVIDE THE FOLLOWING FOR EACH FAMILY MEMBER:

- |   |  |
|---|--|
| <input type="checkbox"/> Copy of passport               |  |
| <input type="checkbox"/> Copy of visa                   | Most recent visa even if expired.                |
| <input type="checkbox"/> Copy of I-94 card              | Copy the front and back sides.                   |
| <input type="checkbox"/> Copy of I-20                   | <i>If applicable</i> – copy pages 1 and 3.       |
| <input type="checkbox"/> Student Estimated Expense Form | Submit one form with all dependents information. |

\* If these documents are not provided in English, an official translation must accompany the original document.