



South Central College

FARIBAULT • NORTH MANKATO

International Student Admissions Forms, Instructions, Requirements & Procedures

This Application is to be used by international students applying as freshman and as transfer students.

Student Checklist

- International Student Application
- Application Fee Paid
- Financial Statement Form
- Bank Statements
- International Student Agreement
- English Proficiency documentation
- Transcripts: Secondary (high school/grades 8-12) and Post-Secondary (college or university)
- Immunization Record Form
- Transfer Student Advisor Form (if transferring schools with U.S.)

Contact Information

South Central College

Office of Admissions
1920 Lee Boulevard,
North Mankato, MN 56003 U.S.A.

(800) 722-9359 or (507) 389-7200
Email: admissions@southcentral.edu
Fax: 507.389.7419

NOTE: The college is asking you to provide information that includes private information under U.S. state and federal law. You are not legally required to provide the information the college is requesting; however, the college may not be able to effectively process your application if you do not provide sufficient information. Access to this information will be limited to college officials, including faculty who have legitimate educational interests. Under certain circumstances, U.S. federal and state laws authorize release of private information without your consent. This may happen in cases where the information is sought by a U.S. court system or otherwise permitted by other state and federal laws; or, to an organization engaged in educational research or an accrediting agency.

South Central College (SCC) is committed to the principles of equal education and employment opportunities without regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, or membership or activity in a local commission as defined by law and in accordance with College policy. These principles are applied in the conduct of College programs and activities and the provision of facilities and services.

Importance of Name Consistency

To avoid problems and delays, ensure that all of your documents reflect the same name, exactly as it appears on your passport. Do not use “nicknames” or partial names on any documents including your passport, I-20, entry visa stamp, I-94 card (completed in the airplane) and any additional documents that you acquire after your arrival in the U.S.

Health Insurance

All international students are required to purchase health insurance through an insurance company that is partnered with South Central College. Any exception to this policy can be discussed with the SCC Designated School Official (DSO). Students will be billed for the insurance via their student account. Health insurance forms can be obtained from your DSO and should be filled out immediately after arriving in the U.S.

Financial Statement and Legal Bank Statements

Legal Bank and Financial Statements must be notarized, translated into English, and must be converted into U.S. currency figures. The bank statement should be current at the time of submitting your SCC application. One set of these statements will be submitted to the Bureau of Citizenship and Immigration Services to obtain your F-1 Visa. The second set of these statements will be submitted to SCC. The bank statement should show that the balance is greater than your estimated annual educational and living expenses while you study at SCC. If you have a sponsor, your sponsor must submit an Affidavit of Support (I-134) with the documentation described above showing a balance that is greater than your estimated annual educational and living expenses while you study at SCC. (Annual educational and living expenses may include but not be limited to tuition and fees, books, housing, food, transportation, health insurance, and other expenses. Additional funds may be needed for summer.)

South Central College Estimated Annual Expenses*

Academic Year	2016-2017	2017-2018
Tuition and Fees	\$5,370.00	\$5,370.00
Insurance	\$1,269.00	\$1,269.00
Books and Supplies	\$1,000.00	\$1,000.00
Subtotal	\$7,639.00	\$7,639.00
Living Expenses	\$9,000.00	\$9,000.00
Miscellaneous \$50/month	\$2,000.00	\$2,000.00
Total	\$18,639.00	\$18,639.00

(Please note that tuition may be higher than the quote for specific programs and/or online courses and may be higher for 2017-2018. Insurance costs may increase up to \$3,807 for family insurance. It is recommended to add an additional \$7,000 for a spouse/first dependent and \$3,000 for each additional dependent.)

Obtain Your Visa

It is a requirement to enter the United States (U.S.) with the correct Visa. You must apply for an entry Visa stamp for your passport to enter the U.S. on a student status. F and J Entry Visas can be obtained outside of the U.S. by visiting a U.S. embassy or consulate. To apply for an entry Visa, follow the steps below:

1. Pay the SEVIS fee.

Most new students must pay the SEVIS fee before applying for an entry Visa or entering the U.S. This fee is assessed by the U.S. Department of Homeland Security. For details please visit fmjfee.com/index.html.

2. Locate the Nearest U.S. Embassy or Consulate.

Embassy/consulate information is found at travel.state.gov. Your Visa must be obtained in your home country.

3. Schedule an Appointment for Visa Interview.

After receiving your I-20, schedule your appointment as soon as possible. Your local embassy/consulate has specific instructions to schedule an appointment and these may take months to plan due to requests and security clearance checks. Approximate Visa wait times can be found at travel.state.gov.

4. Prepare documents for your Visa interview.

All Visa applicants must provide the following documents:

- Valid passport
- I-20 document
- Documented proof of financial support for at least one year
- Proof of SEVIS Fee payment (receipt)
- Visa application forms (available at embassy/consulate)
- Any other requested document requested by the embassy/consulate

5. Practice for your VISA interview.

When applying for a non-immigrant Visa, unless you say something, it is assumed that you plan to immigrate to the U.S. permanently. During the interview prove that you only intend to study temporarily in the U.S. and that you intend to return home. Speaking in English, truthfully answer all questions explaining the information below:

- Provide reason for studying in the U.S. and program of study
- Provide proof of sufficient funds to cover all your expenses
- Provide strong reasons why you will return home after studying
(if you own property, if you have family, if you have a job you have been offered when you return)

Visa Denials

If your Visa is denied, ask the embassy/consular official to provide you with a written explanation of the denial. Please email us at admissions@southcentral.edu and write "Visa Denial" in the subject line, and include your Student ID number and name to let us know that your Visa was denied.

Visa Transfers

You are considered a Transfer student if you currently hold an F-1 status at another institution in the U.S. and now would like to transfer to South Central College. Your SEVIS record must be transferred to SCC.

1. Contact your international advisor where you currently attend and let them know you intend to transfer. The Designated School Official (DSO) where you currently attend must transfer the VISA record to SCC. Fill out the SCC International Student Advisor Form (Page 11) and then meet with your current DSO to have them fill out their part of the form.
2. Fill out and submit the SCC Admissions Application for International Students, Financial Statement, International Student Agreement, and signed International Student Advisor Form to the SCC Admissions Office (Pages 5-11).
3. Email or call the SCC Admissions Office: admissions@southcentral.edu or (800) 722-9359 to speak with the International Student DSO about your next steps.

Canadian Citizens

Canadian citizens are eligible to enter the U.S. without obtaining an entry Visa in their passport, however, they must obtain an I-20 and pay the SEVIS fee before entering the U.S. Upon entry, you must present your passport, I-20, proof of financial support for at least one year, and proof of SEVIS fee payment.

Deadlines

All Documents must be received by deadline dates.

New International Student from outside the U.S.

Fall Semester: April 1
 Spring Semester: September 1
 Summer Session: January 1

Transfer Students from inside the U.S.

Fall Semester: June 1
 Spring Semester: November 1
 Summer Session: March 1

Applications are reviewed once students complete the following steps:

- Submit the following forms:
 - SCC International Student Application
 - Financial Statement and Legal Bank Statements
 - International Student Agreement
 - International Student Advisor Form (Only if in the U.S.)
- Pay the \$20 SCC College Fee (payable by U.S. credit card)
- Submit secondary and post-secondary transcripts. Records must be originals or certified and notarized Photostats and must be translated into English by a certified English translation service which can be located by visiting <http://www.naces.org>. Additional information on transferring credits from a University outside of the U.S. can be found below.
- Show English Proficiency. SCC will accept one of the following options as proof of English language proficiency:
 - Test of English Foreign Language (TOEFL) www.toefl.org
 - Michigan English Language Assessment Battery (MELAB) www.lsa.umich.edu/eli/testing/melab
 - Educational Services, Inc. (ELS) www.els.edu
 - International English Language Testing System (IELTS)
 - Students transferring from another U.S. college or university may satisfy the requirement after completion of one semester or two quarters of freshman composition with a C or better grade. (Students may be asked to take an accuplacer assessment at SCC)
 - Native speaker from a country with English as the official language (shown below)

Test	Minimum Score
Paper TOEFL	500
Web TOEFL	61
Computer TOEFL	173
MELAB	80
ELS	109
IELTS	5.5

Once you have been admitted to South Central College:

- South Central College will mail your required I-20 document
- Submit the Immunization Form to South Central College (it was mailed to you with your I-20)
- If required, complete the Accuplacer Assessment prior to registering for courses

Transferring Credits from a University Outside of the U.S.

When using a service to translate transcripts as shown in step 3 above, you will pay a fee for them to evaluate your courses on a "Course by Course" evaluation in English. Two of the most common companies that are used include:

Educational Credential Evaluators

P.O. Box 514070
 Milwaukee, WI 53203
 Phone: 414-289-3400/Fax: 414-289-3411
www.ece.org

World Educational Services

P.O. Box 745, Old Chelsea Station
 New York, NY 10113
 Phone: 1-800-937-3895/Fax: 212-739-6100
www.wes.org

Countries with English as an Official Language and the Language of Instruction in Higher Education

- | | | | |
|------------------------|----------------------|--------------------------------|--------------------------|
| Anguilla | Fiji | Mauritius | South Africa |
| Antigua and Barbuda | Gambia | Montserrat | Swaziland |
| Australia | Ghana | Namibia | Tanzania |
| Bahamas | Gibraltar | New Zealand | Tonga |
| Barbados | Grenada | Nigeria | Trinidad and Tobago |
| Belize | Guyana | Papua New Guinea | Turks and Caicos Islands |
| Bermuda | Ireland, Northern | St. Kitts and Nevis | Uganda |
| Botswana | Ireland, Republic of | St. Lucia | United Kingdom |
| British Virgin Islands | Jamaica | St. Vincent and the Grenadines | Vanuatu |
| Cameroon | Kenya | Scotland | Wales |
| Canada (except Quebec) | Lesotho | Seychelles | Zambia |
| Cayman Islands | Liberia | Sierra Leone | Zimbabwe |
| Dominica | Malawi | Singapore | |
| England | Malta | Solomon Islands | |

Admission Application for International Students

Last or Family Name/Surname: _____

First or Given Name: _____

Middle Name: _____

VERY IMPORTANT: The name spelling used on all documents must be the same as on your passport and previous U.S. visa (if any). South Central College will produce a legal immigration document based on this information.

Female Male

When will you attend South Central College? (Check One)

Fall Semester (August)

Spring Semester (January)

Summer Term (June)

YEAR: _____ (fill in)

Which campus do you plan on attending?

North Mankato

Faribault

In which field of study are you pursuing a degree (REQUIRED): _____

(Examples: Nursing or Accounting – you cannot leave this blank or “undecided”)

Native language: _____

U.S. Social Security Number (if you have obtained one): _____ - _____ - _____

Date of Birth: _____ **City and Country of Birth:** _____

(Western Calendar) Month / Day / Year

Country of Citizenship: _____ **Passport #:** _____

(Please submit a copy your Passport Name page.)

Complete Permanent Home Country Address (REQUIRED):

(Street Address or Location Description – CANNOT be only a P.O. Box)

City: _____ Country: _____

Zip: _____ Telephone Number: _____

Complete Present (Local or U.S.) Mailing Address:

Street and Number: _____

City: _____ Country: _____

Zip: _____ Telephone Number: _____

Please provide your email address: _____

(Make sure to print VERY CLEARLY.)

Person to contact in case of emergency:

Name: _____ Relationship: _____

City: _____ Country: _____

Zip: _____ Telephone Number: _____

Admission Application for International Students (Continued)

Educational Background (REQUIRED):

(Be sure to list ALL your NON-U.S. and U.S. secondary (high school/grades 8-12) and post-secondary (college or university) schooling. Complete ALL columns for each school, beginning with secondary school and ending with your current or most recent school.)

Name of School	Location of School	Dates of Attendance	Type of School Secondary/Post-Secondary	Language of Instruction	Degrees	Date Received
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

Please indicate how you will document your English proficiency (Check one):

(English proficiency requirements will not be waived for anyone from a non-English speaking country.)

- TOEFL (Score of 500 or better– paper; or 173 or better– computer; or 61 or better–iBT/web-based)
- Completion of Level 109 at an English Language School
- Michigan Test of Language Proficiency Score of 80 or better
- IELTS (Score of 5.5 or better)
- English Speaking Country (as shown on page 4). List Country: _____
- Other (Specify): _____

Admission Application for International Students (Continued)

If you are already in the United States, please provide the following:

- A copy of your I-94.
- VISA INFORMATION: Please provide copies of your visa pages from your passport.

Please indicate the type of visa you now hold (Check one):

- F-1 student F-2 dependent J-1 exchange visitor
 J-2 dependent H-1 temp worker B visitor Other (Specify): _____

Do you plan to change to an F-1 (if you now have another type of visa)?

- Yes No

Are you currently attending a U.S. school?

- Yes No

If yes, what school are you attending?

Name of School: _____
 City: _____ State: _____

If different than above, what U.S. school issued your last I-20?

City: _____ State: _____

If applicable, list any dependents (spouse or children) who should be on your I-20:

Full Name (As it appears on the passport)	Relationship to Applicant	Country of Citizenship	Country of Birth	Birth Date

If you wish to pay your application fee (\$20.00 U.S.) by the use of a MASTERCARD, VISA or DISCOVER CARD, please provide the credit card number and expiration date in the space provided below.

Credit Card Number: _____ - _____ - _____ - _____ Expiration Date: _____ / _____

Name of Credit Card Holder: _____

Type of Card (please check):

- VISA MASTERCARD DISCOVER

This application and supporting documents become the property of South Central College. We will not release these documents to other institutions and if you require copies of documents you are submitting please make copies before submitting this paperwork.

With the REQUIRED signature and the date that follows, I certify that the information provided in this application and all other admission application materials is complete, accurate and true to the best of my knowledge. I understand that misrepresentation of application information is sufficient grounds for canceling my admission or termination of my registration.

Applicant's Signature: _____ Date: _____

Financial Form For International Student Application

IMPORTANT: RETURN BOTH PAGES OF THIS FORM WITH YOUR APPLICATION FOR ADMISSION. FAILURE TO FULLY AND CORRECTLY COMPLETE ALL SECTIONS OF THIS FINANCIAL FORM WILL DELAY THE PROCESS OF ADMISSION. THIS FORM MUST BE COMPLETED EVEN IF YOU ARE RECEIVING A GOVERNMENT SCHOLARSHIP AND, ALL REQUIRED SIGNATURES MUST BE PROVIDED.

APPLICANT'S NAME _____
(Last or Family Name) (First or Given Name) (Middle Name)

SECTION I: (REQUIRED): STUDENT APPLICANT'S OFFICIAL CERTIFICATION OF SOURCES OF FUNDS AND AMOUNTS

REQUIRED for ALL

STUDENT APPLICANTS: Please provide the REQUIRED signature and date below.
By signing here you are agreeing to the following statement.

I certify with my signature that the total amount of money that I have for my first year of study at South Central College is at a minimum \$18,639 (including funds for spouse and children, when applicable), and the total amount available for each subsequent year of study is \$18,639. Further, I certify that the information provided is correct and complete and that I shall notify South Central College of any change in my financial circumstances. I understand that inaccurate information can be cause for terminating enrollment at South Central College.

(REQUIRED SIGNATURE IN ENGLISH OF STUDENT APPLICANT)

(DATE)

SECTION II: (REQUIRED): PARENT OR SPONSOR'S OFFICIAL CERTIFICATION OF SOURCES OF FUNDS AND AMOUNTS

PARENT OR SPONSOR: Please fill out information below OR submit a separate signed and dated affidavit (letter) of support.
IMPORTANT: Sponsor name(s) listed here must be EXACTLY the same as the BANK ACCOUNT NAMES.

(Name of parent, relative, sponsor)

(Sponsor's relationship to student)

(Street and Number)

(City)

(State/Country)

(Zip)

Are you sponsoring any other student currently studying in the U.S.? Yes No

If yes, student's name (please print): _____

School student is attending: _____

By checking this box , I certify with my signature that I am willing to sponsor this applicant financially and that the funds are available and will be provided to support this student.

(SIGNATURE IN ENGLISH OF PARENT, RELATIVE OR SPONSOR)

(DATE)

Financial Form For International Student Application (continued)

Student Applicant Name (please print): _____

SECTION III: (REQUIRED):	REQUIRED SUMMARY OF SOURCES OF FINANCIAL SUPPORT AND THE AMOUNT(S) YOU ANTICIPATE RECEIVING IN U.S. DOLLARS:		
<ul style="list-style-type: none"> Personal (STUDENT) Resources: (Original or certified official copies of Bank Statements or letters must be provided to verify amounts.) 	U.S. \$ _____		
<ul style="list-style-type: none"> Parents or Sponsor Resources: (Official Certification Form and Bank Statement must be provided) PARENT OR SPONSOR MUST HAVE SIGNED THE BOTTOM OF PAGE 7. 	U.S. \$ _____		
<ul style="list-style-type: none"> Government Scholarship: (A signed copy of your letter of award must be provided.) 	U.S. \$ _____		
<ul style="list-style-type: none"> Other Sources: (Please specify and provide signed affidavits from authorized persons or agencies.) 	U.S. \$ _____		
_____	U.S. \$ _____		
_____	U.S. \$ _____		
<table border="1"> <tr> <td style="padding: 5px;">* TOTAL (REQUIRED)</td> <td style="padding: 5px;">U.S. \$ _____</td> </tr> </table>		* TOTAL (REQUIRED)	U.S. \$ _____
* TOTAL (REQUIRED)	U.S. \$ _____		

* The total funds available should be equal to or higher than \$18,639, the estimated adjusted cost of attending South Central College for a 9 month academic year. (See Estimated Annual Expenses for cost breakdown on page 2 of this document)

ADDITIONAL FINANCIAL/COST RELATED INFORMATION:

- Admission may be denied if student indicates insufficient amount of support to cover cost.
- The ESTIMATED adjusted cost of attending South Central College for a 9 month academic year is approximately \$18,639. Verification of an additional \$7,000 is needed if you are bringing a spouse/first dependent and \$3,000 for each additional dependent.
- U.S. Homeland Security/Immigration requires that admission decisions be based on academic acceptance and evidence of adequate funds to meet college expenses for the first year and for the entire period you plan to study in the United States.
- There is no financial aid and very limited on-campus work opportunities for students holding student visas (F-1) or exchange visas (J-1). You are NOT permitted to work full-time during the nine month academic year. Dependents of F-1 visa holders, having an F-2 visa, are never permitted to work.
- The lack of adequate financial resources, as stated above, will jeopardize your status as a student in the U.S.

International Student Agreement

BEFORE SIGNING THIS FORM, PLEASE READ CAREFULLY.

By signing this form, I certify that I understand and accept the following conditions and agree to abide by them. As a condition to my admission, I agree to do the following:

- I understand that I am required to pay ALL tuition and fees by the designated payment deadline date EACH semester. If I do not pay by the deadline date, I understand I will be prohibited from registering for future semesters and my classes will be CANCELLED. I realize that if I do not register, I will have violated my immigration status.
- I will have available sufficient funds for tuition, Health Insurance, fees, and living expenses for each year I study at South Central College. I recognize that the cost of living is high, that financial aid from the College is not available, and that as a general rule international students are not permitted to work off campus. There may be limited on-campus work opportunities.
- I will take the South Central College "Accuplacer Placement Examination" before I will be allowed to register for academic studies and fulfill the requirements that result from my score on the examination.
- I am responsible for understanding the rules and regulations for being on a student visa in the United States.
- I authorize South Central College to release to any U.S. Government Officer information required to determine my compliance with U.S. Homeland Security/Immigration Laws. Further I understand that the College will report all information required by U.S. Homeland Security/Immigration Laws (such as students who are not registered, are not pursuing a full course of study or are not meeting the minimum academic standards of the College).
- I agree to purchase the Health Insurance Plan offered through South Central College as a condition of admission and continued enrollment. Exemptions may be granted only to students fully funded by their government who obtain a qualifying letter from the appropriate official Government source. Annual payment will be required with the anniversary date at the beginning of Fall Semester and on a sliding scale the following semesters.
- I agree to attend the required new student Orientation sessions. I will arrive on or before the reporting date as stated on my admissions letter and the form I-20.
- I declare that all the information I have submitted for my application for admission is true, correct and complete.
- I understand and I will comply with the requirements as stated on this agreement. I understand that falsification of any information will jeopardize the issuance of an I-20 and/or may result in South Central College revoking its decision to enroll me as a student.
- If I am a transfer student from another U.S. school, I will bring an up-to-date, current copy of my I-20 form to be given to the Office Admissions upon my arrival at South Central College.

Printed Full Name of Applicant: _____

Signature of Applicant: _____

Mailing Address: _____

Do not write in this box.

This is to certify that I have reviewed the declaration and attached documents and approved issuance of a Certificate of Eligibility.

Signature of College Official: _____

Title: _____ Date: _____

International Student Advisor Form

This form should be completed **ONLY** by students currently attending Colleges/Universities in the United States.

If you are currently attending a college or university in the United States, please submit this form to the International Student Advisor at that institution. The advisor should complete this form and return it directly to our office.

Printed Full Name of Applicant: _____

Signature of Applicant: _____

Dear International Student Advisor: *The international student whose name appears above has applied for admission to South Central College. Before the student's application can be given further consideration, we need verification of the information provided on the student's application form, as well as completion of the questions below.*

1. Is the student eligible to return or continue at your institution? Yes No
 - A. Has this student maintained full-time academic status as required by U.S. Homeland Security/Immigration?
 Yes No
 - B. Student's initial date of attendance at your school: _____
 - C. Student's last date of attendance at your school: _____
2. What visa status does the student currently hold? _____
 - A. Student's SEVIS number (if any): _____
3. Please list any approved periods of CPT/OPT: _____
4. Please list all periods of a reduced course load authorization: _____
5. Has the student experienced any financial problems while attending your institution? Yes No
If yes, please explain: _____

Please provide comments you would consider helpful to South Central College in evaluating this applicant on the back of this page.

Print Name of International Student Advisor: _____

Institution Name: _____

Street Address: _____

City and State: _____ Zip: _____

Advisor E-mail Address: _____

Telephone Number: _____

Signature of International Student Advisor: _____ Date: _____

Please Return Form to:

Office of Admissions
South Central College
1920 Lee Boulevard North Mankato, MN 56003 U.S.A.
admissions@southcentral.edu
Fax: 507.389.7419