



## International Student Application Checklist

### School Contact Information:

South Central College Admissions  
1920 Lee Boulevard  
North Mankato, MN 56003  
United States of America  
+1 507-389-7220 (select Option #1 for Admissions)

All prospective transfer and change-of-status international students are required to submit several forms and upload supporting documentation. Some forms must be completed by the student, and others must be completed by another person(s). **Please note:** There are multiple documents requested in Step 5. If you need further assistance with this process, please email [InternationalStudents@southcentral.edu](mailto:InternationalStudents@southcentral.edu) OR call +1507-389-7284.

- ☐ **Step 1:** Student submits the [South Central College Online Application](#).
  - To complete the application, you must either log in with an existing StarID and password or create a new StarID and password.
    - Please **remember or securely store** your StarID and password during this process because you will need them during your entire time as a student at South Central College (SCC).
- ☐ **Step 2:** Student submits the [International Student Application](#).
  - This form requests additional information needed to create and maintain a student's SEVIS record.
- ☐ **Step 3:** The person(s) or government sponsoring the student must submit the [International Student Financial Form](#).
  - If you have more than one sponsor, **each** sponsor will need to submit a separate copy of this form.
  - A separate bank statement is required for **each** sponsor.
- ☐ **Step 4:** South Central College must receive or have access to college/university transcripts for **all** education institutions attended inside the U.S.
  - For [Minnesota State Colleges and Universities](#) (MinnState) system schools, SCC can access your unofficial transcript(s), provided you do not have an unpaid balance.
    - We cannot admit any student with an unpaid balance until it is paid in full.
  - For schools that are not in the MinnState system, you must ask your previous school(s) to send your **official transcript(s) directly** to [admissions@southcentral.edu](mailto:admissions@southcentral.edu).
- ☐ **Step 5:** Student uses the secure [Document Uploader](#) to upload **all** the following (unless otherwise indicated) using their StarID and password.
  - On the login screen, choose "South Central College" from the "Current College" dropdown list.
  - Once logged in, choose "International Students" in the "Department" dropdown menu.
  - You may upload all documents in one submission, provided the submission size does not exceed 5 MB.
    - If your total file size is too big, please upload your documents separately:

- ☐ 5.1. A **notarized bank statement** for **each** financial sponsor that meets the following requirements:
  - ☐ The bank statement must be in **English**.
  - ☐ The statement must be dated within the last **two months**.
  - ☐ The statement must be **notarized**.
    - A notarized bank statement means that a notary (person) has signed and attested that the bank statement is original and appears genuine.
    - Any supporting letters from the bank must also be notarized.
  - ☐ The name of the account holder on the statement **must match** the name of the sponsor who submits the International Student Financial Form.
  - ☐ The statement **must** show an available balance of at least **\$23,395.00**. This represents South Central College's Estimated Annual Expenses (including tuition and fees, required health insurance, living expenses, etc.) for the **2024-2025** academic year.
- ☐ 5.2. High-quality scans or photos of **high school** (secondary school) and/or **college/university transcripts** (if applicable) for all education institutions attended **outside the U.S.**
- ☐ 5.3. High-quality scans or photos of **passport photo page and visa photo page** (except Canadian citizens).
- ☐ 5.4. [Immunization Record for Students](#) form (this is a fillable PDF form, so you will need to complete it, save it, and upload it).
  - If you **have** attended a college or university in Minnesota, please complete the top of the form and Part 2.
  - If you have **not** attended a college or university in Minnesota, please complete the top of the form and Part 3.
- ☐ 5.5. If you are from a country with English as an official language or the language of instruction in education, we do **not** require you to provide English language proficiency. However, if you are **not** from this type of country, please **provide proof** of your English language proficiency via **one** of the following two options:
  - ☐ 1. **English proficiency test score:**
    - [Duolingo English Test](#) — Score of 95 or higher
    - [ELS Educational Services, Inc. \(ELS\)](#) — Score of 109 or higher
    - [International English Language Testing System \(IELTS\)](#) — Score of 5.5 or higher
    - [Michigan English Test \(MET\)](#) — Score of 47 or higher
    - [Test of English Foreign Language \(TOEFL\)](#) — Paper TOEFL: Score of 500 or higher; Web TOEFL IBT: Score of 61 or higher

—OR—
  - ☐ 2. **Evidence of English proficiency attained inside the U.S.**
    - Students transferring from another U.S. college or university may satisfy the requirement after completion of an English composition course with a **grade of C or higher**.