BASIC REQUIREMENTS FOR ALL STUDENTS

☐ Application Form (all blanks must be completely answered by student).
☐ Application Fee ($100, non-refundable).
☐ Mailing Fee ($20, non-refundable, Not applicable if I-20 is picked-up by student).
☐ Copy of high school diploma.
☐ Official Transcript (sealed. original or certified copy, no photocopies)

ADDITIONAL REQUIREMENTS FOR PERMANENT RESIDENTS (GREEN CARD) AND U.S. CITIZENS

☐ Copy of Green Card, or Naturalization Certificate
☐ Copy of Driver’s License
☐ Copy of Social Security Card

ADDITIONAL REQUIREMENTS FOR NEW INTERNATIONAL STUDENTS

☐ Completed SEVIS I-20 Request Form
☐ Bank Statement (Affidavit of Financial Support)
☐ Foreign Transcript Evaluation Fee ($100/$200*, non-refundable), if applicable
☐ Copy of Passport (applicant)
☐ If applicant has dependent/s, copy of dependent/s Passport & Proof of relationship
☐ TOEFL Score**

* $200 is required if credits should be evaluated for transfer.
** Students without the TOEFL score will be given required exams. Students who failed the exam must take ELD (English Language Development) course.

ADDITIONAL REQUIREMENTS FOR F-1 TRANSFER STUDENTS

☐ SEVIS Transfer Eligibility Form
☐ Bank Balance Statement of the student or Affidavit of Support from supporter
☐ Copy of I-20 Form from previous school
☐ Copy of Visa
☐ Copy of Passport, I-94 Form, Visa Expiration Date Stamp
☐ Copy of Driver’s License
☐ Copy of Social Security Card