ADMISSION APPLICATION FOR INTERNATIONAL (F1) STUDENTS

Deadlines:
Applicants are strongly encouraged to submit application and supporting documents PRIOR to the application deadline. An I-20 cannot be issued until ALL requirements are met.

| FALL Semester (September 1, 2017) | July 10 for Overseas Students  
|                                | July 31 for F1 Transfer Students in the USA |
| SPRING Semester (January 16, 2018) | November 10 for Overseas Students  
|                                | December 18 for Transfer Students in the USA |

International Admission Application Requirements:

- Complete International Admission Application
  **Section A- Personal Information:**
  Please enter your name as it is shown on your passport.
  Your home country address is required (no P.O Box address accepted).
  **Section B- Intent of Enrollment:**
  Please indicate whether you would like to enroll LINCC (Intensive English language training program) only or plan to enroll in a degree program.
  All students are required to take a placement test in English and Mathematics upon entry to the U.S. with an F1 visa unless waived. **Initially a student will be accepted to an English language training program, LINCC only.** You may be required to take remedial/ESL or LINCC program based on the results of your placement tests before entering into your degree program of choice.
  *If you are currently in the U.S. (e.g. F1 Transfer student from another U.S. institution), we recommend that you apply and take a placement test as soon as possible to determine your eligibility to a degree program.*

- Submit Educational documents:
  **Secondary Education:**
  Submit original documentation only. Copies or notarized/stamped copies are not acceptable.
  Original high school diploma and transcript or certificate of examination results for some cases (e.g. CXC’s, BAC1&2, GCSE, HKDSE, EDEXEL).
  If you have SAT, ACT, or AP scores, submit them prior to taking our placement tests. The scores may waive you from some or all parts of the placement test. Send your scores to Nassau Community College.
  TOEFL scores meeting minimum requirements and within 18 months of application are accepted as proof of English proficiency for acceptance to degree programs.
  International Baccalaureate (IB) transcripts must be sent to the office of International Education for possible college credit based on your course grade.
  Diplomas and certificates will be returned after verification is completed.
  **Post-secondary Education:**
  If you have attended college or a university, official transcripts from all schools attended are required. If attended school in the U.S., have your school send your transcript directly to our office, International Education in a sealed enveloped or email an official electronic transcript to isaoff@ncc.edu.
  **College or university transcripts from outside of the U.S., will need to be evaluated by a professional evaluation company.**

We accept any of the following services:
  NACES (e.g. ECE, Spantran, Wes) and Institute of Foreign Credential Services
*Our office reserves the right to request an evaluation of all foreign education credentials in order to verify documentation if deemed necessary.*

- **$50 application fee (non-refundable)** - Application Payment Form is available on our website.

- **Financial documents:**
  (Please note that if it is the applicant's own bank statement, notary is not required.)
  - Financial Sponsorship form with **notary** and **original bank Statement** that is less than 3 months old
  - Free room & board Sponsorship form (if applicable) with **notary**. Please attach one of the following:
    - A photocopy of property tax bill, deed, rent receipt or rent agreement.

- **Proof of immunization against measles, mumps and rubella and meningitis response** - Form is available on our office website. **FAILURE TO PROVIDE THE IMMUNIZATION DOCUMENTATION BY THE 30TH DAY OF THE SEMESTER WILL RESULT IN YOUR BEING DROPPED FROM CLASSES WITH NO TUITION OR FEE REFUND.**

- **Submit I-20 Mailing Information form**

- **Copy of passport information page:** Your name on your passport is used for school records and I-20.

  An **F1 transfer student from another U.S. school, please submit the following:**
  - Copies of visa & passport info page
  - Copies of a current I-20 & I-94
  - Transfer student information page (pg10).
  - Transfer Verification Form (pg11).

  **All your original documents must be mail to:**

  New Applicant  
  International Education  
  Nassau Community College  
  One Education Drive  
  Garden City, NY 11530

  Submission of your documents via email is for review purposes only. You must mail all original documents for acceptance and I-20. Should you have any questions, please contact us at 516-572-7053 or email us at isaoff@ncc.edu

**Health insurance for F1 International Student**

It is **MANDATORY** to purchase Health Insurance through NCC. You will be automatically enrolled in SUNY Student Health Plan after registration. **DO NOT** purchase a private health insurance plan in or outside the United States.

*** A Visa Holder Other Than F1***

Please note that in order for you to study in the U.S., you must apply for an F1 student visa. You cannot travel with a B1/B2 visa to study in the U.S. According to the regulations, enrolling in classes while in B-1/B-2 status will result in a status violation.

If you are already in the U.S. with a different visa other than an F1 visa and want to study at NCC, you must call 516-572-7053 and make an appointment to meet with an advisor first so that your eligibility for change of status can be determined. You must bring your passport with your current visa in it.
SECTION A – PERSONAL INFORMATION

1. Name
Last (Family)_____________________________First_________________________Middle__________________

2. Permanent/Home Country Address:
Number & Street_____________________________________________________________Apt #__________
City________________________________________________________Country____________________

3. Mailing/US Address (If applicable):
Number & Street)____________________________________________________________Apt #__________
City____________________________State___________________________Zip Code _____________

4. Home Telephone: (_____)(______)--______ Cellular Number: (_____)(______)--______

5. Your E-mail Address:__________________________________________________________

6. A) Gender:  ☐ Male ☐ Female
B) Date of Birth (MM/DD/YYYY): _____ /_____ /_______ 
C) Country of Birth: __________________________ C) Country of Citizenship: __________________

7. Your Current Status ( ✓ CHECK ONLY ONE)*:  
☐ I have a visa (please circle) A,B,F,G,H,K,L,M,N,O,P,R,S,T,U,V and wish to change my ____ status to an F-1 status 
☐ I am applying for an Initial (first time) F-1 Visa for NCC (complete pages 3-9).
☐ I am attending another university or institution in the U.S. as an F-1 student and wish to transfer to NCC (complete pages 3-11).  
† All students attending another US institution must complete the Transfer Verification Form found on page 8 of the application.

8. Complete the following information about your spouse and/or child (children) ONLY if they will come with you to the U.S.A on an F2 visa. If you are an F1 transfer student with dependents, please complete the following as well.

<table>
<thead>
<tr>
<th>Name (family, given)</th>
<th>Date of birth</th>
<th>Country of birth</th>
<th>Relationship to you</th>
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9. Ethnicity and Race**:  
☐ Hispanic/Latino (select one)  
☐ Central American ☐ Dominican ☐ Mexican ☐ Puerto Rican ☐ South American ☐ Other Hispanic/Latino  
☐ White (non-Hispanic) ☐ Black or African American (non-Hispanic) ☐ Asian or Pacific Islander  
☐ American Indian or Alaskan Native ☐ Other

10. Have you ever been suspended from college in the U.S for disciplinary reasons?  ☐ Yes  ☐ No

*DO NOT LEAVE BLANK. This can affect your I-20 application process.
**Information requested that is marked with an asterisk (*) is voluntary and is used for statistical and reporting purposes only. Information will be kept confidential. Refusal to provide this information will not subject the applicant to any adverse treatment; nor will information be used in a discriminatory manner.
Nassau Community College is a comprehensive, full opportunity College, open to all qualified applicants without regard to age, race, color, religion, marital status, national origin or disability.
SECTION B – EDUCATION INFORMATION

Please answer the following:

1) Intent of Enrollment (CHECK ONLY ONE)

- I plan to enroll in the LINCC (Language Immersion at Nassau Community College) program only.
- I plan to enroll in a degree program. †(See Page4)

2) Program Choice**

Program CODE: ____________ Please refer to the Programs and Admissions Requirements Chart, which can be found on the International Student Affairs website. Enter the Program Code for the program to which you would like to apply. If you are undecided about your specific program, enter LAAA for Liberal Arts. You may change it once you are admitted. Do not enter a HEGIS code.

3) Previous Education Level Completed (✓ Check all that apply)

1. Name of High School: ___________________________ Country: ___________________________
   Date of Graduation (MM/DD/YYYY): __________

2. ❏ Some college level work completed ❏ Completed Associate’s Degree
   ❏ Completed Bachelor’s degree of higher

List all colleges, universities or other post-secondary schools previously attended. You must submit official transcripts (translated into English if not already) with WES evaluation (www.wes.org) from each institution to:
International Education, Nassau Community College, 1 Education Drive, Garden City, NY 11530

<table>
<thead>
<tr>
<th>College or University Name</th>
<th>State or Country (If outside of the U.S.A)</th>
<th>Dates Attended From – To</th>
<th>Date of Graduation MM/DD/YYYY</th>
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Declaration

I declare that all statements made in this application are, to the best of my knowledge, true and correct. I understand that if I was born on or after January 1, 1957 and if I enroll for 6 or more chargeable credits. I must provide the college with proof of immunization against measles, mumps and rubella. My failure to comply with this New York State law within 30 days from the start of the semester will result in my disenrollment from classes without refund of tuition and fees.

In addition, with respect to tuition and fees, the college may refer all amounts in arrears to a collection agency or litigate to ensure payment and I will be responsible for payment and all attorney’s fees, reasonable collection costs and other charges necessary for collection of any amount not paid when due. Further, I understand that the college may have such default information forwarded to credit reporting agencies.

Signature ____________________________ Date __________________________

†International Applicants to Nassau Community College do not need to complete TOEFL exams to be acceptable candidates for admission. English placement tests will be administered after acceptance to the college and before enrollment.

**After completing placement tests, you may be required to take remedial or LINCC courses based on results of your placement tests. Please refer to Programs and Admissions Requirements chart provided to see if your intended major will be affected by taking remedial or LINCC programs.**
STATEMENT OF FINANCIAL SUPPORT

To qualify for a Form I-20, you must prove that you are able to support yourself for every year while attending school in the United States. Provide us with financial documents that cover the cost of your tuition, living expenses (room & board), books, supplies, and health insurance. This total may include dependents if you have a spouse (husband or wife) and/or children with you in the United States.

Evidence required:

1. Affidavit of Annual Cash support. All questions must be answered. This form must be notarized.
2. Bank Statement or a letter from the bank

Total **ESTIMATED** costs for the **FALL 2017 - SPRING 2018** School Year:

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<tr>
<td><strong>Tuition/Fees</strong></td>
<td>$10,500</td>
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<tr>
<td><strong>Living Expenses</strong></td>
<td>$18,000</td>
</tr>
<tr>
<td><strong>Health Insurance</strong></td>
<td>$1,500</td>
</tr>
<tr>
<td><strong>Books/Supplies</strong></td>
<td>$1,650</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$31,650</strong></td>
</tr>
</tbody>
</table>

- If you have your spouse with you, add **$3,800**
- If you have your children with you, add **$3,400** per child to the total

* Nassau Community College requires students to purchase health insurance through the college. You will automatically be enrolled for this health insurance plan. **DO NOT** purchase a private health insurance plan in or outside of the United States.

Complete the following chart to determine your financial support:

| 1. Personal Funds: Amount of money in **YOUR** name | $ |
| 2. Financial Support: Money given to you by your sponsor | $ |
| 3. Free Room & Board Sponsor: (a sponsor with whom you will live free of any charge) less | $14,600 |
| **Total Amount Available to me each year:** | $ |

The following documents are attached to this application to prove my financial ability to Support myself for each year of study. **ALL DOCUMENTS MUST BE ORIGINALS, NO PROTOCOPIES. ALL DOCUMENTS MUST BE TRANSLATED IN ENGLISH. ELECTRONIC BANK STATEMENTS ARE NOT ACCEPTABLE.**

- My personal bank statement.
- Sponsor’s bank statement, pay stubs and Cash Sponsor Affidavit form.
- Sponsor’s Free Room & Board Affidavit with copies of rent agreement or Deed of ownership or tax receipt.
SPONSOR’S AFFIDAVIT OF ANNUAL CASH SUPPORT AND PROOF OF FINANCIAL CAPABILITY

WHAT DOES THIS AFFIDAVIT MEAN?

By completing this affidavit, you are swearing to the U.S. government that you will provide this student with a specific amount of money from your own financial resources for every year of study in the United States. You are also proving that you can afford the support you are promising with the documents you have attached.

Before signing it, you must understand that you are making a financial commitment to the student that should not be broken. Sponsors who fail to provide the promised support force students to drop out of school and cause pain and suffering. Do not expect that the student will be able to help support the costs through employment. Employment is only allowed on campus and is very limited. You cannot require any type of service to be performed in exchange for this benefit.

HOW TO COMPLETE THIS FORM:

1. Fill this form out completely in English. Promise only the amount of money you are able to give.
2. Attach the documentary evidence of support explained below.
3. Sign the affidavit in front of a notary public or the appropriate official in your country.

PROVE THAT YOU ARE FINANCIALLY CAPABLE OF PROVIDING THIS CASH SUPPORT FOR EVERY YEAR OF THE STUDENT’S PROGRAM OF STUDY BY ATTACHING ALL THE FOLLOWING DOCUMENTS (if all of these documents are not attached, your support will not be considered):

Documents must be:

- A letter from the bank with account information & balance OR an official/original bank statement (Electronic bank statements are NOT accepted)
- Originals, less than 3 months old at the time of application

SPONSOR’S AFFIDAVIT OF FREE ROOM AND BOARD AND PROOF OF FINANCIAL CAPABILITY

WHAT DOES THIS AFFIDAVIT MEAN?

By completing this affidavit, you are swearing to the U.S. government that this student will live with you free of any charge for room and food for every year he/she is studying and living in the U.S. You cannot require any type of service to be performed in exchange for this service. You are also proving that you are the person who owns or rents the property and can afford the support you are promising with the document you have attached.

Before signing it, you must understand that you are making a financial commitment to the student that should not be broken. Sponsors who fail to provide the promised support force the students to drop out of school and cause unnecessary hardship. Do not expect that the student will be able to help support the costs through employment. Employment is only allowed on campus and is limited.

HOW TO COMPLETE THIS FORM:

1. Complete this form entirely in English.
2. Attach the documentary evidence of support as explained below.
3. Sign the affidavit in front of a notary public or other licensed official in your country.

PROVE THAT YOU ARE CAPABLE OF PROVIDING THIS SUPPORT FOR EVERY YEAR OF THE STUDENT’S PROGRAM OF STUDY BY ATTACHING:

For Homeowners: Photocopy of your deed and/or tax bill  
For Renters: Photocopy of rent receipts or lease agreements

Documentation required proving you are the owner or renter of the home
SWORN STATEMENT OF FINANCIAL SPONSORSHIP

I, ____________________________, promise that for each year of his/her program of study will receive money from me in the amount of $____________________. (Please DO NOT leave blank)

Home Phone # (_____) ________________________  Cell Phone # (_____) ________________________

Relationship______________________________________________________________ (Parent, spouse, relative, friend)

I understand that this is a legal document. By signing and notarizing this paper, I am liable for providing this student with financial sponsorship for every year of his/her study. I will not require any type of service to be performed in exchange for this benefit.

I am attaching the following documents to prove my financial responsibility:

- Bank Statement with a current balance (Mandatory, Original, not a copy, less than 3 months old)

- Tax return or a copy of your W-2 form (U.S. Resident only), Proof of employment or Pay stubs—These documents are optional.

I swear that the information I have provided above is true and correct.

Signature of Sponsor _______________________________________________________

Sworn and subscribed before me this day ______________________________________

Signature of Notary ________________________________________________________
SWORN STATEMENT OF FREE ROOM & BOARD

I, ____________________________, promise that ____________________________
(Sponsor Name) (Student Name)

and ____________________________ will live free of any charge with me in my home for every year of study that
(Dependent’s Name, if applicable)

he/she attends Nassau Community College.

Home Address___________________________________________________

City__________________________ State______ Zip Code____________________

Home Phone # (___) ______________________ Cell Phone # (___) ________________

E-mail address: _______________________________________________________

Relationship to the student: _____________________________________________
(Parent/Spouse/Relative/Friend)

I understand that this is a legal document. By signing and notarizing this paper, I am liable for providing this student
with a place to live free of charge for every year of his/her study. I will not require any type of service for this benefit.

☐ A copy of my rent agreement or rent receipt

OR

☐ A copy of the deed of ownership to my residence or property tax bill

I swear that the information I have provided above is true and correct:

Signature of Sponsor ___________________________________________________

Sworn and subscribed before me on this day ________________________________

Signature of Notary _____________________________________________________
I-20 Mailing Form

How would you like to receive your documents and I-20 package? (Check One)

☐ Express Mail via. E-ship Global (Highly Recommended):
E-Ship Global service will allow you to receive your I-20 packet through DHL or FedEx in 3-5 days. Requesting your documents and I-20 through express mail is at YOUR expense and your credit card (Visa, Mastercard or Discover cards only) will be charged upon requesting the service. Once your I-20 package is ready, you will receive an email with detailed information. Once you receive an email from us, please go to E-ship Global website, study.ESHIPGLOBAL.COM to request express mailing of your documents.

☐ Send by USPS mail:
This will take 2-3 weeks and it is free. However, there is no tracking available.

Please clearly print your mailing address:

Name: ____________________________________________

Address:____________________________________________________________________________________
___________________________________________________________________________________________

E-mail:_______________________________________________

☐ Pick up:
If your I-20 is being picked up by someone other than yourself, please provide the name of the person and phone number or e-mail so we can contact the person once I-20 package is ready:

Name: ____________________________________________

Phone: ____________________________________________

E-mail: ____________________________________________

Please email (isaoff@ncc.edu) us immediately if any of the information above changes.
Transfer Student Information
(This form is for an F1 transfer student from another U.S. school)

Name: ____________________________________________

Last First Middle

SEVIS ID #: N________________

Current School 1-20 Expiration Date: _______________________ (MM/DD/YY)

F1 Visa Expiration Date: ________________________ (MM/DD/YY)
(Leave blank if you don’t have an F1 visa in your passport)

Do you plan to travel outside of the U.S. before attending NCC?

☐ YES. Please indicate your travel dates and read the instruction below.
   From ___________ (MM/DD/YY) to ________________ (MM/DD/YY)

☐ NO. Please make sure to complete your transfer by submitting admission application and all required
documents. Then you must take a placement test so that you can sign up for your classes.

Traveling outside of U.S. while you are transferring to NCC:

If you are planning to travel outside of the U.S. before attending NCC, please do the following before you leave the U.S.
In order for you to reenter the U.S., you will need a transfer pending I-20 from NCC.

• Submit admission application and submit all required documents.
• Submit Copies of passport, visa, I-20 and I-94
• Submit Transfer Verification Form (Once accepted, your current school must transfer your I-20 out to NCC)
• Fill out I-20 mailing form [Page 9] so that we know how you get your I-20.
• Take a placement test (unless waived)

*If you cannot do the above for some reasons, please make sure to speak to an admission counselor prior to your departure.
Welcome to Nassau Community College! Federal regulations governing students in F status require our office to verify your F1 status from the international student advisor of the school you were last authorized to attend. Please complete Part I and then submit it to your International Student Advisor at your current school for completion of Part II.

**PART I: To be completed by student.**

Name: ____________________________________________________________________________________________

Last/Family               First               Middle

Home address_______________________________________________City___________State____Zip Code_________

Phone Number (_______)__________________________ E-mail address ______________________________________

Semester you intend to transfer to Nassau Community College __________________/______________

         Fall or Spring                     Year

Student Signature _______________________________________________   Date _______________________

(Your signature above indicates that you have authorized the release of this information)

**PART II: To be completed by the International Student Advisor or Designated School Official at your current School**

SEVIS ID NUMBER: N__________________________  Degree / Major___________________________________

Yes         No

☐  ☐ Did the Student Complete the program for which the I-20 was issued?

Dates of Attendance:   From_________________ To ______________

☐  ☐ Is the student in lawful F-1 status eligible to transfer?

If the student is not in lawful F-1 status, please explain: _____________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

Please DO NOT release COMPLETED or TERMINATED I-20 unless requested.

The Sevis release date for the student is ________________________________

(We are listed under “State University of New York” in the SEVIS system. Our School Code is **NYC214F00587000**)

Name of School Official / Title                        Signature

(_______)____________________ (_______)____________________ Phone Number                      Fax Number

E-mail Address of School Official

School Name & Address

E-Mail or Fax This form to:
Office of International Education
Nassau Community College, One Education Drive, Garden City, NY 11530
E-mail: isaoff@ncc.edu Fax: 516-572-0055 Phone: 516-572-7053