

NORTHWEST FLORIDA STATE COLLEGE



International Student Application Packet

Please print the application in its entirety, complete the required forms and submit the forms to the address listed below:

Karyn Cooper
International Student Admissions
Northwest Florida State College
100 College Boulevard
Niceville, FL 32578 USA

INFORMATION AND INSTRUCTIONS FOR THE INTERNATIONAL STUDENT APPLICANT

FALL TERM APPLICATION DEADLINE: APRIL 1

SPRING TERM APPLICATION DEADLINE: SEPTEMBER 1

SUMMER TERM APPLICATION DEADLINE: JANUARY 1

Applicant must be at least 16 years of age.

The application packet contains information regarding the International Student application process. The required forms for admission to Northwest Florida State College are included in this packet. Please review this information and all documents in this packet **before** submitting your application.

Northwest Florida State College is primarily a two-year community college approved to admit students pursuing the Associate degree. The College offers programs leading to the Associate in Arts degree which leads to a Bachelors degree and the Associate in Science degree which is a technical program. We also offer Bachelor Degrees in: Project Management, Nursing, Elementary Education and Middle School Math and Middle School Science.

Northwest Florida State College **does not** offer an intensive English language program, and international students seeking admission must be proficient in the English language prior to admission. Language proficiency is documented by the Test of English as a Foreign Language (TOEFL). See TOEFL information on Page 3.

Application for Admission

The forms to be used for International Student admission are included in this packet. Personal Information required for the International Student Office is on pages 5 & 6. Application for Admission to Northwest Florida State College is located on page 8.

Confidential Financial Statement

The financial statement is enclosed and includes a requirement for financial verification (see pages 6). **Do not** submit the application without this required information.

Financial Verification

The applicant must submit documentation that verifies the availability of the funds indicated on the Confidential Financial Statement. Acceptable documentation includes the following (look at page 7 for further instructions):

- A statement from a financial institution with whom the applicant or the applicant's sponsor has deposited funds or maintained accounts
- Evidence in the form of bank documentation. A letter must be submitted from the bank in the form of a letter placed on bank letterhead stating that sufficient funds are available
- Other documentation that the applicant feels will substantiate financial capability during enrollment at Northwest Florida State College.

School Records

- High school (secondary) records must be submitted. You must use one of the agencies sanctioned by the National Association of Credential Evaluation Services, Inc. (NACES). For more information refer to the NACES website at **www.naces.org**.
- College/university records (from abroad): If you have earned college or university credit in your home country or any other country outside of the United States, you may be able to apply this credit to your enrollment record at Northwest Florida State College. The College does not evaluate credit earned abroad but will accept the recommendations of a professional credentials evaluation service. You must use one of the agencies sanctioned by the National Association of Credential Evaluation Services, Inc. (NACES). For more information refer to the NACES website at **www.naces.org**.
- College/university records (in the United States): If you have earned college or university credit at a regionally accredited institution in the United States, the official transcript will be required and must be sent directly to the Registrar's Office from the issuing institution.

Transfer

If you are currently an F-1 Student Visa holder and authorized for enrollment at another college or university in the United States, you must complete the Personal Information located on page 5, the Financial information on page 6 and the application to Northwest Florida State College on page 8. Additionally, your previous school must verify your status during enrollment and release you for studies to Northwest Florida State College. The International Student Transfer form is located on pages 10 and 11 of this packet. This form must be completed by the Designated School Official (international student advisor) at your current school. Acceptance as a transfer student at Northwest Florida State College will not be finalized without these required documents. **Northwest Florida State College will not admit a student whose SEVIS record has been terminated at another college/university.**

Test of English as a Foreign Language (TOEFL)

The Test of English as a Foreign Language (TOEFL) is required of all international student applicants whose native language is not English. A score of 500 on the handwritten exam, a score of 173 on the computer-based exam, or a score of 61 on the internet-based exam is required. Non-English speakers who have not taken the TOEFL should not apply. Exceptions to the minimum requirement are not made. Countries exempt from TOEFL are listed on page 12.

To have an official TOEFL Score Report sent to Northwest Florida State College, please use the **Institution Code Number of 5526** when taking the examination or when requesting an official TOEFL Score Report. Photocopies of score reports or the score report sent to the applicant will not be accepted.

Information regarding TOEFL testing procedures, costs, testing dates and locations can be obtained directly from The College Board. Northwest Florida State College does not administer the TOEFL.

College Board Address:

ATTN: Test of English as a Foreign Language
Box 899
Princeton, New Jersey 08540
Website: TOEFL.org

Northwest Florida State College does not offer an intensive language program for TOEFL preparation.

Other Language Proficiency Measures

Applicants who have attended an ELS Center and completed an intensive language program through Level 109 may be considered without the TOEFL. An official transcript indicating this level of completion must be sent directly from the ELS Center.

Applicants who have satisfactorily completed high school or college/university studies in the United States with English as the language of instruction may be considered without the TOEFL. An official transcript indicating coursework in English with satisfactory grades must be sent directly from the institution.

Fees and Expenses

Northwest Florida State College **estimates** the annual expenses of the international student as follows:

Tuition and fees	\$ 11,000
Living expenses	10,000 (Northwest Florida State College does not provide housing)
Books, supplies, etc.	<u>2,000</u>
TOTAL annual estimate	\$ 23,000 per year

ADDITIONAL \$2,000 PER DEPENDENT, PER YEAR IS REQUIRED.

Enrollment Requirements

International students are required to enroll as full-time students during the fall and spring semesters. Summer enrollment is optional. Enrollment in 12 credit hours is considered a full-time load of courses, and international students must register for and complete at least 12 credit hours in a fall term and in a spring term. International students who do not comply with this requirement will be reported to the Bureau of Citizenship and Immigration Services (BCIS).

Health Insurance

International students are **required** to have a health/hospitalization insurance policy that is valid in the United States. Insurance policies must also contain a **repatriation clause**. For those students who do not have a policy in the home country that provides coverage in the United States, obtaining a health insurance policy in the US will be **required**. Insurance may be obtained after arrival in the United States. However, **no registration** will be permitted until verification of health insurance coverage is provided. Northwest Florida State College does not offer a student insurance program. You may check with United Health Care, website: **www.insuranceforstudents.com**

Financial Assistance

In all instances, federal financial assistance is not available to international students. In most cases, other forms of financial assistance are not available to international students. Applicants should not plan to attend Northwest Florida State College unless sufficient funds are available for tuition and living expenses.

Employment

Employment is rarely permitted and requires approval of the Bureau of Citizenship and Immigration Services. For this reason you should be prepared to pay for your tuition without working.

The Immigration Form I-20

Once an applicant has submitted all the required documents for admission and a determination of eligibility has been made, Northwest Florida State College will issue the Immigration Form I-20. Before making an appointment at the American Embassy you should go to the Immigration & Customs website at **www.ice.gov/sevis** and pay the I-901 SEVIS fee. Be sure to take your I-20, receipt of payment for I-901 fee and your letter of acceptance from Northwest Florida State College to the Embassy.

The F-1 Student Visa

Applicants should not travel to the United States unless the Form I-20 has been issued by the College and the student visa has been obtained from an American Embassy or Consultant. Individuals who are currently in the United States with a tourist/visitor visa may have difficulty changing status from tourist to student; these individuals may be required to return to the home country to process the change in visa status. Individuals on a tourist visa **cannot** register for classes.

Northwest Florida State College is required by law to maintain records of all international students attending classes on our campuses. Failure to comply with the regulations established by the Bureau of Citizenship and Information Services (BCIS) will be reported immediately.

Contact Person

Any questions regarding the admissions or enrollment requirements should be directed to the following individual:

Karyn Cooper
International Student Admissions
Northwest Florida State College
100 College Boulevard
Niceville, FL 32578 USA
Telephone: (850) 729-6087
Email: cooperk@nwfsc.edu

INTERNATIONAL STUDENT PERSONAL INFORMATION

Read all items carefully. Print or type each response.

■ PERSONAL INFORMATION

If you have a United States Social Security Number, provide it here: _____

Student Name _____
Surname (Family Name) First Middle

Address for Reply _____

Address in home country if different than above _____

Telephone Numbers _____

■ LANGUAGE PROFICIENCY INFORMATION

Have you taken the Test of English as a Foreign Language (TOEFL)?

Yes _____
Date of Test Test Site Score

No _____
Date Scheduled for Test Test Site

If you do not plan to take the TOEFL, indicate your reasons for not taking this language proficiency examination.

■ ENROLLMENT PLANS

Indicate the major you plan to pursue while studying in the United States. What degree do you plan to earn at Northwest Florida State College?

Associate in Arts: Major _____
 Associate in Science: Major _____

Indicate the term of the academic year you wish to be considered for enrollment. Remember to begin your application process at least four months in advance of your anticipated enrollment.

Fall Term (August – December) of _____ (year)
 Spring Term (January – April) of _____ (year)
 Summer Term (May – August) of _____ (year)

CONFIDENTIAL FINANCIAL STATEMENT

International student applicants must provide verification that sufficient funds are available to meet living expenses and education costs. Northwest Florida State College will not issue the Immigration Form I-20 until all application documents, including the financial statement and verification of funds, are received.

Please print or type all information.

Applicant Name _____
 Surname (Family Name) First Middle

1. Indicate the amounts (in US dollars) you will have available to meet your expenses during your anticipated enrollment at Northwest Florida State College.

 First Year (Fall and Spring Terms) \$ _____

 Second Year (Fall and Spring Terms) \$ _____

The amounts listed here must not be less than \$23,000 per year unless the student is being provided room and board by friends, relatives, or a sponsor in the Niceville area.

2. Who will be providing the funds for your study at Northwest Florida State College?

Name of individual providing funds _____

Address of individual providing funds _____

What is this person's relationship to you? _____

3. If the funds indicated above are to be supplemented by sources in the United States, describe that assistance in detail. (For example: If you will be provided living arrangements by friends or family members currently residing in the Niceville area please provide that information here. Additionally, verifying documentation of any other assistance may be required.) _____

4. If you have **health insurance** from your home country that will provide coverage while you are in the United States, please provide that information here. If not, indicate your plans for obtaining health insurance coverage. **REMEMBER:** Registration will not be permitted until verification of health insurance coverage is provided. _____

5. If you have dependents coming to the US requiring the F2 visa, complete this section:

Dependent's Name	Date of Birth	Country of Citizenship	Relationship to you	How will this person be supported?

ADDITIONAL \$2,000 PER DEPENDENT, PER YEAR IS REQUIRED.

I certify the information provided in this Confidential Financial Statement to be true and accurate.

Date _____ Applicant Signature _____

Note: Financial verification must be submitted with this form. See next page for detailed information regarding this requirement.

FINANCIAL VERIFICATION

The applicant must submit the Confidential Financial Statement (preceding page) and an independent certification from a financial institution with which the applicant or the applicant's sponsor has deposited funds or maintained accounts.

On letterhead stationery, the financial institution should provide an indication of the available funds for the support of the international student applicant. Comments regarding the ability of the applicant or the applicant's sponsor to provide the necessary funding for living expenses and educational costs will be appreciated.

All monetary amounts referring to available funds and average balances in accounts must be indicated in US dollars.

The official and written verification is to be attached to the application.

If the applicant will be attending Northwest Florida State College on a scholarship or by an educational loan in the applicant's home country, the sponsoring agency must provide a letter of authorization or commitment. The letter must include (1) all amounts in US dollars, (2) an indication of the duration of the scholarship or loan, (3) the conditions for maintaining the scholarship or loan, and (4) the method of payment to Northwest Florida State College.

If a friend or relative residing in the Niceville area will provide the student housing, a statement from the individual providing the housing must be submitted. This will reduce the amount of funds that must be documented for living expenses. (refer to page 3)

NORTHWEST FLORIDA STATE COLLEGE
100 College Boulevard • Niceville, Florida 32578
APPLICATION FOR F-1/M-1 INTERNATIONAL STUDENT ADMISSION

STUDENT INFORMATION:

1. SOCIAL SECURITY NUMBER: if ever issued an SSN in the United States (Please Print in Ink)

2. _____
LAST NAME FIRST NAME MIDDLE NAME

3. _____
MAILING ADDRESS CITY STATE/COUNTRY ZIP

4. _____
E-MAIL ADDRESS

_____ HOME PHONE NUMBER CELL PHONE

5. _____
PERMANENT INTERNATIONAL HOME ADDRESS CITY COUNTRY ZIP

6. _____
NAME EMERGENCY CONTACT ADDRESS EMERGENCY CONTACT STATE/COUNTRY ZIP

RELATIONSHIP TO STUDENT: Spouse Sibling Parent Other _____

7. DATE OF BIRTH: _____ - _____ - _____ 8. COUNTRY OF BIRTH _____
MONTH DAY YEAR CONTACT PHONE NUMBER

9. CITIZENSHIP: INTERNATIONAL STUDENT Country of Citizenship _____

Visa Type	Date Issued	Expiration Date	Country of Birth	Country of Citizenship

10. SEX: MALE FEMALE

11. ETHNICITY: ARE YOU HISPANIC/LATINO YES NO

12. RACE: (Check all that apply) AMERICAN INDIAN /ALASKAN NATIVE ASIAN BLACK HAWAIIAN/PACIFIC ISLANDER WHITE

13. PRIMARY LANGUAGE: ENGLISH GERMAN SPANISH FRENCH OTHER (Specify) _____

14. WHEN DO YOU PLAN TO ENTER NWFSC? FALL (August) Year _____ SPRING (January) Year _____ SUMMER (May) Year _____

15. MAJOR CODE: ASSOCIATE OF SCIENCE ASSOCIATE OF ARTS DEGREE WHAT DO YOU PLAN ON MAJORING IN: _____

16. HIGH SCHOOL GRADUATION DATE: _____ - _____ - _____ COUNTRY _____
MONTH DAY YEAR

High School credentials must be translated and EVALUATED by an outside agency. Use companies listed approved by the National Association of Credential Evaluation Services, Inc. Their website is www.naces.org .

17. RESIDENCY: _____ SIGNATURE FOR RESIDENCY: _____
COUNTRY

18. PREVIOUS POSTSECONDARY EDUCATION: List all colleges, universities, technical schools, etc. you have attended since high school International College is optional (These must also be evaluated by an outside agency). Any U.S. colleges MUST be sent to Northwest Florida State College.

NAME OF INSTITUTION	CITY/STATE/COUNTRY	DATES OF ATTENDANCE	DEGREES EARNED

19. I certify that the information given in this application is complete and accurate, and I understand that to make false or fraudulent statements within this application or residence section may result in disciplinary action, denial of admission, and invalidation of credits or degrees earned. If admitted, I hereby agree to abide by the policies of the Board of Trustees and rules and regulations of the College. I agree to allow all my records to be electronically transferred to the institution of my choice. I certify that as a condition of my admission, I will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during enrollment at NWFSC

_____ Applicant Signature _____ Date

INTERNATIONAL STUDENT ADMISSIONS CHECKLIST

- Admission applications on pages 5, 6 & 8
- Personal Financial Statement and Financial Verification of Sponsor. Information on pages 6 & 7.
- TOEFL (Test of English as a Foreign Language) scores: Paper-based 500, Computer-based 173 or Internet-based 61. Some countries are exempt from taking TOEFL (listed on page 12)
- Official high school and secondary school transcripts must be evaluated by an agency sanctioned by the National Association of Credential Evaluation Services, Inc. (NACES). For more information refer to the NACES website at www.naces.org.
- If you attended a College or University prior to Northwest Florida State College, please submit the following:
 - 1) Official transcripts (Records from schools outside of the United States must be evaluated of a NACES sanctioned organization)
 - 2) If you are transferring from a United States College or University you must submit a Clearance for International Student Transfer Form located on pages 10 & 11.

CLEARANCE FOR INTERNATIONAL STUDENT TRANSFER or TRANSIENT

Before transferring to Northwest Florida State College (SEVIS ID MIA214F00317000), or taking classes on transient status, an International Student currently enrolled at an educational institution in the United States must complete this form and return it to:

Karyn Cooper
NWF State College
100 College Blvd.
Niceville, FL 32578

To the International Student: (This section must be completed by the student)

To comply with Immigrations regulations you must accurately complete this form. In addition you must have your current Designated School Official complete and sign the second page of this form. You must then return it to the above address with copies of your most recent I-20 and/or IAP-66 as well as a copy of both sides of your I-94.

Family Name

First Name

Middle Name

Date of Birth

Passport Expiration Date

Country of Citizenship

VISA type

Major

Semester you plan to attend NWF State College

Are you in good standing with the campus and local police?

Yes_____

No_____

If no, please explain: _____

Are you in good standing academically at your current college or university?

Yes_____

No_____

If no, please explain: _____

To the DSO: (This section must be completed by the college or university)

To the best of your knowledge has this student provided accurate information on this document?

Yes _____ No _____ If no, please explain: _____

To the best of your knowledge is this student in good standing legally in your college community?

Yes _____ No _____ If no, please explain: _____

To the best of your knowledge is this student currently “in status” with Immigrations?

Yes _____ No _____ If no, please explain: _____

This student is in good standing at our institution according to Immigration guidelines and has been pursuing a full course of study this last semester.

Yes _____ No _____ If no, please explain: _____

This student has met all financial obligations to your school. Yes _____ No _____

Do you recommend transfer/transient status to NWF State College? Yes _____ No _____

If no, please explain: _____

Additional Comments: _____

Typed/Printed Name of DSO

Signature of DSO

Name of College/University

Address of College/University

Phone Number

Date

TOEFL

Test of English as a Foreign Language

The following is a list of countries in which English is the native, or dominant, language spoken by the majority of residents. Applicants from these countries are **EXEMPT** from TOEFL. There are many other countries in which English is widely used as a second language; these applicants may state that all of the education was taught in English. This does **NOT EXEMPT** them from TOEFL. Examples of these countries would be India and Nigeria. If you graduated from a United States High School you may be exempt.

Antigua	Liberia
Australia	Malawi
Bahamas	Montserrat
Bahrain	New Zealand
Bangladesh	Papua New Guinea
Barbados	Sierra Leone
Barbuda	South Africa* (unless applicant indicates that Afrikaans is his/her native Language)
Belize	St. Kitt & Nevis
Bermuda	St. Lucia
Botswana	St Vincent & Grenadines
British Virgin Islands	Tanzania
Canada (except for Quebec)	Tobago
Cayman Islands	Trinidad
Dominica	Uganda
Fiji	United Kingdom (England, Scotland, Wales, North Ireland)
Ghana	U.S. Virgin Islands
Grenada	Zambia
Guyana	Zimbabwe
Irish Republic	
Jamaica	
Lesotho	