

KALAMAZOO VALLEY COMMUNITY COLLEGE

INTERNATIONAL STUDENT ADMISSIONS

INSTRUCTIONS

Prospective International Students must complete an International Application packet and submit it to:

Admissions, Registration and Records Office (room 4550)
Kalamazoo Valley Community College
P.O. Box 4070, 6767 West O Avenue
Kalamazoo, Michigan 49003-4070
Phone: (269) 488-4281
Fax: (269) 488-4161

Before Kalamazoo Valley Community College can process your application for admission, you must provide all required documentation. The following instructions will help you complete your application for admission.

1. Complete an Admission Application. (The application must be signed by the applicant according to INS regulations).
2. Complete the KVCC Student Questionnaire.
3. The U.S. Immigration and Naturalization Service (INS) requires KVCC to obtain verification of financial support for a full course of study. The following expenses are estimates only; they are subject to change and are adjusted annually. These amounts are considered **minimum** expenses for two semesters and living expenses for a 12-month period.

<u>Category</u>	<u>Expenses for one year</u>	<u>Full Course of Study</u> (#5 on I-20)
Tuition (\$111.75 per credit hour)	\$ 3,634.72 (31 credit hours)	\$ 7,269.50 (62 credit hours)
Books	1,116.00	3,348.00
Health Insurance (responsibility of the student)	500.00	1,500.00
Living Expenses	9,065.00	27,195.00
Total	\$14,315.75	\$35,312.50

Additional expenses: \$2,000.00 per spouse/child included on the I-20.

Applicants Using Private or Personal Support

If you plan to pay for your education with private funds, you or your financial sponsor must complete the Certification and Declaration of Finances included in this packet, and attach the documentation indicated on the form to verify sufficient financial resources.

Applications Using Institution or Governmental Support

If your program of study will be financially supported by an institution, foundation, or government agency, an official letter must be submitted showing that the scholarship is valid for use at Kalamazoo Valley Community College, indicating beginning and ending dates of validity.

4. Carefully read, sign and date the Notification of Regulations.
5. Provide proof of proficiency in the English language. (Students coming to the United States whose native language is English are exempt from this requirement). You must present evidence of one of the following:
 - an official Test of English as a Foreign Language (TOEFL) score of 500 (paper test) or 173 (computer-based test) better
 - an official Michigan English Language Assessment Battery Test (MELAB) score of at least 72 or better
 - completion of a U.S. college level English course with a grade of “C” or better
 - completion of a secondary school program in which the language of instruction was English

Note: Some programs or courses may have different English language proficiency requirements.

6. Provide a photocopy of your Passport that includes your personal identification information, picture, passport number, passport issue date, and passport expiration date. Once you arrive in the U.S., or along with the application packet if you are a transfer student, you must provide a copy of your visa and both sides of your I-94 Departure record.

Students transferring from another U.S. institution only:

7. Complete the first section of the Transfer form and then submit the form to the institution you have been attending for their certification of your status.
8. Provide a copy of both sides of your I-20 form from all previous institutions.
9. Contact all previous institutions and request that an Official Transcript be mailed directly to KVCC.

Students who wish to receive credit for classes already taken in their home country should submit an original or certified true copy of post secondary transcripts. All transcripts must bear the official seal of the school. English translations are required if you earned your credit(s) in a country where English is not the

official language.

Acceptance

The Admissions, Registration and Records Office is the only office authorized to notify an applicant of acceptance to the College. Applicants who are admitted to the College will receive a letter of acceptance and a Certification of Eligibility (form I-20). However, the Certificate of Eligibility (form I-20 A-B) will not be issued until the Admissions, Registration and Records Office receives all required documents and information and all requirements have been met. Applicants who receive the I-20 in their home country must take it along with your Certification and Declaration of Finances and bank documentation to the nearest U.S. Embassy to apply for a Visa.

Revised March 1999
Admissions, Registration and Records Office

Gender: Male
 Female

Semester and year you plan to enroll: Fall (September) Winter (January) Summer (May)

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Year

Ethnic Background: (optional)

- Asian or Pacific Islander
- Black, Non-Hispanic
- Hispanic
- Native American or Alaskan Native
- White, Non-Hispanic

Citizenship Status:

- U.S. Citizen
- Permanent Resident or Resident Alien (provide Alien Registration Card, form I-551)
- Refugee or Asylum Status (provide proof of status from USCIS)
- International Student (contact Admissions, Registration and Records Office for other forms)

Enrollment status at the time you will attend KVCC:

- Currently attending high school
- First time in any college
- Returning KVCC student
- Currently attending or previously attended another college

I currently reside in the following public school district:

- Climax-Scotts
- Comstock Public
- Galesburg-Augusta Community
- Gull Lake Community
- Kalamazoo Public
- Mattawan Consolidated
- Parchment Public
- Portage Public
- Schoolcraft Public
- Vicksburg Community
- Out-of-District
- Out-of-State

When I first attend KVCC my educational level will be:

- Still attending high school (requires high school signature below)
- High school graduate or GED
- Non-high school graduate
- Associate degree or less
- More than 2 years, but less than a 4 year degree
- Four-year college graduate
- More than 4 years of college

Program Code:

Select a code from the program list on opposite page.

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Current / Last high school attended:

High school name

State

Year you received, or expect to receive your high school diploma or GED:

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I certify that all answers given to questions in this application are correct and complete, and agree to abide by the regulations of the college.

Applicant's signature

Date

Parent's signature (required if applicant is under age 16)

Date

High School Counselor or Principal's signature (required if attending KVCC and high school concurrently)

Date

Non-Discrimination Clause: Kalamazoo Valley Community College does not discriminate in its educational programs, activities, admissions, or employment on the basis of race, color, sex, national origin, handicap, sexual orientation, age, political affiliation, or belief as required by Title VI of the Higher Education Amendments, Title IX of the Civil Rights Act, Section 504 of the Rehabilitation Act. Questions concerning KVCC's non-discrimination policies may be addressed to the Vice President for Student Services, 269-488-4205.

Kalamazoo Valley Community College
Admissions, Registration and Records
6767 West O Avenue - PO Box 4070 - Kalamazoo, MI 49003-4070
Phone (269)488-4100 - Fax (269)488-4161

KVCC Programs of Study

Arts & Communications

Certificate

Graphic Design GDC.CERT

Associate of Applied Science

Animation AN.AAS
 Digital Prepress DP.AAS
 Graphic Design GDC.AAS
 Illustration IL.AAS
 Video Game Art VGA.AAS
 Visual Communication VC.AAS
 Web Design/Interactive Media WD.AAS

Associate of Arts or Science

Art ART
 Communications COM
 English EN

Business, Management, Marketing & Technology

Certificate of Achievement

Office Support Specialist OSS
 Oracle Database Administrator ODA.COA
 PC Support Technician PCST.COA
 Software Specialist SS
 Word Processing Specialist WPS

Certificate

Administrative Support AS
 Information Processing Specialist IPS
 Legal Office Assistant LOA
 Medical Language Specialist MLS
 Medical Office Assistant MOA
 Office Management OM
 Supervisory Leadership SL

Associate of Applied Science

Accounting ACC
 Administrative Assistant AA
 Business Administration BA.AAS
 Business to Business Programming B2B.AAS
 Computer Programming CP
 eBusiness EC.AAS
 General Marketing GM
 Microcomputer Technician MT
 Web Development WAP

Associate of Arts or Science

Business Administration BA.AA
 Computer Information Systems CIS
 Computer Science CS

Undecided / Unclassified

Undecided about choice of degree program UNDC
 Unclassified—not seeking a degree or certificate at KVCC; taking selected courses UNCL

Engineering/Manufacturing & Industrial Technology

Certificate of Achievement

Automotive Automatic Transmission/
 Transaxle AUTT
 Automotive Brakes AUTOB
 Automotive Electrical and
 Electronic Systems AUTE
 Automotive Engine Performance AUTP
 Automotive Engine Repair AUTR
 Automotive Heating and
 Air Conditioning AUTH
 Automotive Manual Drive
 Transmission AUTM
 Automotive Suspension and
 Steering AUTS
 Industrial Lab Technician ILT
 Plumbing PL
 Senior Lab Technician SLT

Certificate

Automotive Technology AUT.CERT
 Customer Energy Specialist CES.CERT
 Drafting/CAD Drafter DCAD.CERT
 Electrical Construction ELCN
 Electrical Control ELC
 Heating, Ventilation and
 Air Conditioning HVAC.CERT
 Machinist MA
 Maintenance Mechanic—Facility MMF.CERT
 Maintenance Mechanic—Industrial MMI.CERT
 Welding Technologies WT.CERT

Associate of Applied Science

Automotive Technology AUT.AAS
 Chemical Technology CT
 Customer Energy Specialist CES.AAS
 Drafting/CAD Design DDS
 Drafting/CAD Drafter DCAD.AAS
 Drafting/CAD—CAM Design DCAM
 Electrical Technology ELCT
 Engineering Lab Technician ELT
 Heating, Ventilation and
 Air Conditioning HVAC.AAS
 Machine Tool Automation MTA
 Machine Tool Technology MTT
 Maintenance Mechanic—Facility MMF.AAS
 Maintenance Mechanic—Industrial MMI.AAS
 Mechanical Engineering Technology MET
 Welding Technologies WT.AAS

Associate of Arts or Science

Architecture ARC
 Aviation Technology AT
 Engineering ENGR

Health Sciences

Certificate of Achievement

Emergency Medical Technology—
 Basic EMTG

Certificate

Medical Assistant Technology MAT
 Medical Coding Specialist MSC.CERT
 Nursing Level I—PN NUP1
 Paramedic EMTG
 Surgical Technology ST

Associate of Applied Science

Dental Hygiene DHP
 Emergency Medical Services EMTG
 Medical Assistant Technology MAT
 Nursing Re-entry (requires LPN) NUP2
 Nursing Level II—RN NUP1
 Respiratory Care Practitioner RCPP
 Surgical Technology ST

Associate of Arts or Science

Occupational Therapy OT
 Pharmacy PH
 Physical Therapy PT
 Physician's Assistant PA
 Pre-Medicine PM
 Science SC

Human Services

Certificate of Achievement

American Sign Language ASL

Certificate

Coaching CO.CERT
 Fire Fighting FF
 International Studies IS.CERT

Associate of Applied Science

Fire Science FS
 Law Enforcement Specialist for Cert. ... LE
 Law Enforcement & Criminal Justice ... LECJ

Associate of Arts or Science

Criminal Justice CJ
 Elementary Education EE
 International Studies IS.AA
 Liberal Arts LA
 Physical Education PE
 Psychology PS
 Secondary Education SED
 Social Work SW
 Special Education SPE

Natural Resources & Agriscience

Associate of Arts or Science

Biology BI
 Fisheries/Natural Resources FNR

Certificate of Achievement:	1–30 credit hours	less than 1 year	Provides specialized training
Certificate:	31+ credit hours	1 year	Prepares you for employment
Associate of Applied Science:	62 credit hours	2 years	Prepares you for employment
Associate of Art or Science:	62 credit hours	2 years	Designed to transfer to 4-year university

Frequently Asked Questions

■ **Is it hard to get admitted to KVCC? Is there a fee?**

Applying to Kalamazoo Valley Community College is free and very easy to do. At KVCC we believe that each person has the right to an opportunity to reach his or her highest potential. We open our doors to students with a wide range of abilities and backgrounds. KVCC grants admission to all persons who show an ability to benefit from our courses.

■ **How much does it cost? Can I afford to attend KVCC?**

KVCC is very affordable. We consistently have one of the lowest tuition and fee structures in Michigan. We also offer a deferred payment plan. Tuition is charged per credit hour. Some courses will have lab fees associated with them while others such as art courses may require you to purchase supplies. Many classes will also require you to purchase textbooks.

■ **Is financial assistance available?**

There are numerous options for those who qualify, including scholarships, grants, loans, veteran benefits and work opportunities. It is important that students applying for student aid complete the Free Application for Federal Student Aid (FAFSA) at <http://www.fafsa.ed.gov> as soon as possible for the appropriate award year. We encourage you to apply and to meet with our experienced Financial Aid Advisors. They can answer your questions, help you complete your paperwork, and inform you of options you may not be aware of.

■ **Will my classes transfer to another institution?**

KVCC credits are accepted by accredited colleges and universities. In most cases you must have earned a 2.0 grade in a college-level course that is applicable to your degree program. It is best to meet with one of our academic counselors to choose the right courses and to get specific information about transfer requirements. Our counselors maintain communication with Michigan colleges to ensure they are basing their recommendations on the most up-to-date information.

■ **Can I take classes if I'm still in high school?**

Yes. KVCC participates in the Post Secondary Enrollment Options Act which allows high school students to attend college courses approved by their high school. We also welcome those students who wish to take advantage of our courses on their own to transfer for high school requirements, or to get an early start on their college education. We strongly encourage you to speak with your high school counselor as your first step.

■ **Can I receive credit for life or work experience?**

KVCC recognizes all learning is valuable. Learning can occur anytime and anyplace. You may be eligible to earn college credit for what you already know. Let the Prior Learning Assessment Office help you decide if you are a candidate. Please call (269) 488-4744 for more information

■ **Do I have time to take classes?**

Being a college student doesn't have to be a five day a week commitment. We have classes that meet days, evenings and on the weekends. Many courses meet just one evening a week! You can even take classes from the comfort of your home with telecourse and internet courses.

■ **Can I tour your campus?**

We would be thrilled to show off our campus while answering your questions, so don't hesitate to schedule a campus tour. Be sure to let us know if you have a special interest so we can include it as part of your tour. Call our Student Admission Specialist at (269) 488-4755 or email campustours@kvcc.edu for your appointment.

■ **What do I do if I have special needs?**

Our Special Services Office is designed to meet the individual needs of students with physical, psychiatric or learning disabilities. For more information, call (269) 488-4397 (voice), (269) 488-4358 (TTD) or visit their website at: <http://www.kvcc.edu/services/Learnctr/SpecialServices.htm>.

STEPS TO ENROLL

1. Complete and submit this application.
2. If you plan to receive a degree at KVCC, request official transcripts for all colleges previously attended be sent to KVCC to receive transfer credit.
3. Students attending college for the first time need to take the placement assessment and participate in new student orientation. The assessment evaluates your reading, writing and math skills. At orientation counselors will recommend the courses which offer you the most opportunity for success. Please call (269) 488-4100 for an appointment.
4. Register for classes online or in person.
5. Pay tuition by the payment due date listed in the class schedule.

Answers and assistance are only a contact away...

Admissions, Registration and Records

Phone: (269) 488-4281 • Fax: (269) 488-4161

Arcadia Commons Campus

(269) 373-7800

Children's Campus

(269) 488-4521

Counseling

(269) 488-4123

Financial Aid

(269) 488-4340

Student Service Center

(269) 488-4100

Switchboard

(269) 488-4400



Answers and assistance are only a contact away ...

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**KALAMAZOO VALLEY COMMUNITY COLLEGE
INTERNATIONAL STUDENT**

NOTIFICATION OF REGULATIONS
(From Certificate of Eligibility, Form I-20 AB, page 2)

Please read everything on this page carefully and be sure that you understand the terms and conditions concerning your admission and stay in the United States.

FULL-TIME F-1 STUDENT. As required by Immigration and Naturalization Service, all F-1 students must enroll in at least 12 credit hours of college work each Winter/Spring and Fall semester and make progress toward completion of their program. The Summer semester is considered a vacation period and you are not required to enroll in classes.

FINANCIAL SUPPORT. You must demonstrate that you are financially able to support yourself for the entire period of stay in the United States while pursuing a full course of study (from your report date to completion date as shown on your I-20, item number 5). You are required to attach documentary evidence of means of support.

TRANSFER. You are permitted to transfer to a different school provided the transfer procedure is followed. To transfer from one school to another, you should first notify the school you are attending of the intent to transfer, then obtain a Form I-20 A-B from the school you plan to attend. Your transfer will be effected only if you return the new Form I-20 A-B to the former designated school official within 15 days of beginning attendance at the new school. The new designated school official will then report the transfer to the Immigration and Naturalization Service.

EMPLOYMENT. As an F-1 student you are not permitted to work off-campus or engage in on-campus work without specific employment authorization. After your first year in F-1 student status, you may apply for employment authorization based on financial needs arising after receiving student status, or the need to obtain practical training.

NOTICE OF CHANGE OF ADDRESS. If you move, you must submit a notice within 10 days of the change of address to the Immigration and Naturalization Service.

EXTENSION OF STAY. If you cannot complete the educational program after having been in student status for longer than the anticipated length of the program plus a grace period in a single education level, or for more than eight consecutive years, you must apply for an extension of stay. An application for extension of stay should be filed with the Immigration and Naturalization Service district office having jurisdiction over your school at least 15 days but no more than 60 days before the expiration of your authorized stay.

PENALTY. To maintain your nonimmigrant student status, you must be enrolled as a full-time student at the school you are authorized to attend. You may engage in employment only when you have received permission to work. Failure to comply with these regulations will result in the loss of your student status and subject you to deportation.

I have read, understand and agree to the above.

Signature of Applicant

Date

**KALAMAZOO VALLEY COMMUNITY COLLEGE
INTERNATIONAL STUDENT**

QUESTIONNAIRE

IMMIGRATION STATUS _____ NATIVE LANGUAGE _____

NAME OF APPLICANT (as it appears on official documents)

Family name/Surname/Last name

First name

COUNTRY OF BIRTH _____ DATE OF BIRTH _____

COUNTRY OF CITIZENSHIP _____ INS ADMISSION NO. _____
(from I-94, if known)

PROGRAM OF STUDY _____

PERMANENT HOME ADDRESS

Number

Street

City

State/Province

Zip/Postal Code Country

Phone Number

Fax Number

E-Mail Address

U.S. ADDRESS

Number

Street

City

State

Zip Code

Phone Number

Fax Number

E-Mail Address

Answer the following questions only if you are an F-1 student transferring from another U.S. academic institution. You must also have the institution from which you are transferring complete a Notice of Intent to Transfer form.

LAST U.S. ACADEMIC INSTITUTION ATTENDED _____

STUDENT IDENTIFICATION NUMBER _____

HAVE YOU EVER APPLIED FOR REINSTATEMENT _____ Yes _____ No

IF YES, WAS IT APPROVED? _____ Yes _____ No _____ Pending

IF YES, FOR HOW LONG? _____

Full Time

Part Time

HAVE YOU BEEN AUTHORIZED FOR CURRICULAR TRAINING? _____ Yes _____ No

IF YES, FOR HOW LONG? _____

Full Time

Part Time

KALAMAZOO VALLEY COMMUNITY COLLEGE INTERNATIONAL STUDENT ADMISSIONS

MISCELLANEOUS INFORMATION

Housing

Kalamazoo Valley Community College does not have on-campus housing. Students are responsible for their own housing arrangements.

Enrollment

As required by INS, all F-1 students must maintain their status by enrolling in at least 12 credit hours of college courses for Winter/Spring and Fall semesters and by making progress toward completion of their program. You must maintain your status to be eligible for F-1 benefits such as employment authorization, vacation periods, approval to re-enter the country after visits abroad, and approval to transfer to another school.

Orientation

The College provides all newly admitted students an opportunity to attend an orientation program which is held prior to the beginning of each semester.

Authorizing a Personal Representative

In the United States, the Family Educational Rights and Privacy Act (FERPA) protects the privacy of student records. Because of this law, Kalamazoo Valley Community College cannot release information, either verbally or in writing, about applicants or students unless they have given written permission to the school. If you want KVCC to discuss your application and academic information, or to release your records (I-20 form, transcripts, financial information, etc.) to a parent, family member, friend, spouse or other individual or organization, you must write a personal representative authorization and sign it. Below is a sample authorization.

I _____ authorize _____ to act as my personal representative regarding my application to Kalamazoo Valley Community College (or to release my academic records). He/she is authorized to receive correspondence regarding my application, including the I-20 form (or is authorized to release my academic records from KVCC to another party).

Signature

Date

NOTE: If you no longer wish for this person to act as your personal representative, you must also notify the college in writing.

**KALAMAZOO VALLEY COMMUNITY COLLEGE
INTERNATIONAL STUDENT**

CERTIFICATION AND DECLARATION OF FINANCES

NAME OF APPLICANT (as it appears on official documents)

Family name/Surname/Last name

First name

STATEMENT OF FINANCIAL SUPPORT

(To Be Completed by Your Financial Sponsor)

SPONSOR'S NAME _____

Family name/Surname/Last name

First name

RELATIONSHIP TO THE APPLICANT _____

MAILING ADDRESS

Number

Street

City

State/Province

Zip/Postal Code

Country

Phone Number

Fax Number

E-Mail Address

HOW MANY INDIVIDUALS ARE DEPENDANT ON YOU FOR SUPPORT? _____

HOW MANY DEPENDANTS ARE IN COLLEGE? _____

HOW MANY DEPENDANTS ARE IN SCHOOL? _____

EMPLOYED BY _____

TITLE _____

ANNUAL INCOME IN U.S. DOLLARS \$ _____

Name of Bank _____

Bank Account(s): Savings Balance in U.S. Currency Equivalent \$ _____

Checking Balance in U.S. Currency Equivalent \$ _____

I certify that I will support the applicant named above while he/she is studying at Kalamazoo Valley Community College in the amount of \$ _____ each and every month. As verification, I am providing the applicant with an official bank statement in English, dated within the past six months, showing sufficient funds on deposit and the U.S. currency equivalent. I have also provided evidence of my yearly income as shown on one of the following documents: income tax returns or receipts, an employment letter of verification, or an estimate from a bank or an accountant.

Signature of Sponsor

Date

KALAMAZOO VALLEY COMMUNITY COLLEGE
INTERNATIONAL STUDENT APPLICATION PACKET

CONCURRENT ENROLLMENT INSTRUCTIONS
(F-1 Immigration Classification)

FORMS AND DOCUMENTS TO BE SUBMITTED FOR ADMISSION REVIEW:

1. Application for Admission
2. Concurrent Enrollment Agreement
(must be submitted every semester)
3. Copy of I-20
4. Current Passport with photo, Visa, I-94 Arrival/Departure Record

Please submit all of the above listed items together when applying for admission to KVCC. Your request for admission will not be reviewed until all information has been received.

NOTE: In order to meet requirements for certain programs and courses you may be asked to provide proof of English language proficiency as evidenced by one of the following:

1. TOEFL test (TSE is also required for Nursing Department)
2. MELAB test
3. United States post secondary English composition course with a grade of "C" or better
4. Completion of a secondary school program in which the language of instruction was English
5. Other proof as approved by individual departments

**KALAMAZOO VALLEY COMMUNITY COLLEGE
INTERNATIONAL STUDENT**

**Concurrent Enrollment Agreement
(F-1 Immigration Classification)**

NAME OF APPLICANT (as it appears on official documents) _____ IMMIGRATION STATUS _____

Family name/Surname/Last name _____ First name _____

STUDENT NUMBER _____ DATE OF BIRTH _____

COUNTRY OF BIRTH _____ COUNTRY OF CITIZENSHIP _____

INS ADMISSION No. _____ CURRICULUM _____
(from I-94, if known)

SCHOOL CURRENTLY ATTENDING _____ CREDIT HOURS CURRENTLY ENROLLED IN _____

SEMESTER AND YEAR YOU WISH TO ENROLL AT KVCC:

Fall Semester Winter/Spring Semester Summer Semester _____
year

I understand that my admission to Kalamazoo Valley Community College is for concurrent enrollment only and that I must obtain approval to attend each semester. I also understand that if I wish to transfer to KVCC, I must complete an application for admission, have a transfer recommendation completed and have a new I-20 issued from KVCC.

I authorize the DSO at the school issuing my I-20 to release any record-keeping information needed to KVCC. I also authorize KVCC to release any record-keeping information needed to the DSO at the school issuing my I-20.

I have read, understand and agree to the above.

Signature of Applicant _____ Date _____

INSTITUTIONAL CERTIFICATION FOR CONCURRENT ENROLLED INTERNATIONAL STUDENT

- This student is enrolled full-time at our institution and does not require permission to attend KVCC.
- This student is permitted to attend KVCC as a Concurrent Enrolled International Student during the semester requested. The student must enroll in at least _____ credit hours to maintain status.
- This student has maintained F-1 status and is eligible for vacation benefits. Therefore, the student does not require permission to attend KVCC.

Print Name of Designated School Official _____

Signature of Designated School Official _____ Date _____

School Name _____ Telephone Number _____

KALAMAZOO VALLEY COMMUNITY COLLEGE
INTERNATIONAL STUDENT APPLICATION PACKET

FULL-TIME STUDENT
(F-1 Immigration Classification)

FORMS AND DOCUMENTS TO BE SUBMITTED FOR ADMISSION REVIEW:

1. Application
2. Questionnaire
3. Certification and Declaration of Finances
4. Notification of Regulations
5. Proof of English language proficiency as evidenced by one of the following:
 1. Test of English as a Foreign Language (TOEFL) score of 500 (paper test or 173 (computer-based test) or better
 - a. Michigan English Language Assessment Battery (MELAB) score of 72 or better
 2. United States post secondary English composition course with a grade of “C” or better
 3. Completion of a secondary school program in which the language of instruction was English

NOTE: Some programs or courses may have different English language proficient requirements.

6. Current Passport with photo, Visa, I-94 Arrival/Departure Record

Please submit all of the above listed items together when applying for admission to KVCC. Your request for admission will not be reviewed until all information has been received.

KALAMAZOO VALLEY COMMUNITY COLLEGE
INTERNATIONAL STUDENT APPLICATION PACKET

NON F-1 STUDENT

(B-1,2 • E-1, 2 • F-2 • H-1, 2, 3, 4 • J-1, 2 • L-1, 2 • etc.)

FORMS AND DOCUMENTS TO BE SUBMITTED FOR ADMISSION REVIEW:

1. Application
2. Questionnaire
3. Current Passport with photo, Visa, I-94 Arrival/Departure Record

Please submit all of the above listed items together when applying for admission to KVCC. Your request for admission will not be reviewed until all information has been received.

NOTE: In order to meet requirements for certain programs and courses you may be asked to provide proof of English language proficiency as evidenced by one of the following:

1. TOEFL test (TSE is also required for the Nursing Department)
2. MELAB test
3. United States post secondary English composition course with a grade of "C" or better
4. Completion of a secondary school program in which the language of instruction was English
5. Other proof as approved by individual departments

KALAMAZOO VALLEY COMMUNITY COLLEGE
INTERNATIONAL STUDENT APPLICATION PACKET

FULL-TIME TRANSFER STUDENT
(F-1 Immigration Classification)

FORMS AND DOCUMENTS TO BE SUBMITTED FOR ADMISSION REVIEW:

1. Application
2. Questionnaire
3. Certification and Declaration of Finances
4. Notification of Regulations
5. Proof of English language proficiency as evidenced by one of the following:
 1. Test of English as a Foreign Language (TOEFL) score of 500 (paper test) or 173 (computer-based test) or better
 - a. Michigan English Language Assessment Battery (MELAB) score of 72 or better
 2. United States post secondary English composition course with a grade of "C" or better
 3. Completion of a secondary school program in which the language of instruction was English

NOTE: Some programs or courses may have different English language proficient requirements

6. Current Passport with photo, Visa, I-94 Arrival/Departure Record
7. F-1 Transfer Form
8. Copy of I-20 from previous institution
9. Official post-secondary transcript with an English translation

Please submit all of the above listed items together when applying for admission to KVCC. Your request for admission will not be reviewed until all information has been received.

KALAMAZOO VALLEY COMMUNITY COLLEGE INTERNATIONAL STUDENT

F-1 TRANSFER FORM

All applicants presently in an F-1 immigration status applying to Kalamazoo Valley Community College must present this form for completion by your last authorized school. The Designated School Official must answer the following questions before your application to KVCC can be reviewed.

NAME OF APPLICANT (as it appears on official documents) STUDENT IDENTIFICATION # _____

Family name/Surname/Last name First name

ADMISSION NUMBER _____ PROGRAM OF STUDY _____
(from I-94, if known)

EXPECTED ENROLLMENT AT KVCC Fall Semester Winter/Spring Semester Summer Semester, _____
year

I authorize the DSO at the school currently maintaining my I-20 to release any record-keeping information needed to Kalamazoo Valley Community College.

Signature of Applicant Date

NAME AND ADDRESS OF SCHOOL CURRENTLY ISSUING THE I-20

School Name

Number Street

City State Zip/Postal Code

Phone Number Fax Number E-Mail Address

SCHOOL INS FILE # _____

LAST TERM STUDENT WAS ENROLLED AT YOUR INSTITUTION _____

DID THE STUDENT MAINTAIN LAWFUL STATUS? _____ Yes _____ No

If no, reason _____

- A reinstatement to student status is pending. (Copies of documents filed with INS are enclosed).
- Student has been advised that a reinstatement will be required upon enrollment at KVCC.
- Student has been reinstated.

WAS THE STUDENT AUTHORIZED FOR OPTIONAL PRACTICAL TRAINING? _____ Yes _____ No

IF YES, FOR HOW LONG? _____ Full Time Part Time

WAS THE STUDENT AUTHORIZED FOR CURRICULAR TRAINING? _____ Yes _____ No

IF YES, FOR HOW LONG? _____ Full Time Part Time

Print Name of Designated School Official

Signature of Designated School Official Date

