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.

<table>
<thead>
<tr>
<th>Category</th>
<th>Expenses for one year</th>
<th>Full Course of Study (62 credit hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition ($111.75 per credit hour)</td>
<td>$3,634.72 (31 credit hours)</td>
<td>$7,269.50 (62 credit hours)</td>
</tr>
<tr>
<td>Books</td>
<td>1,116.00</td>
<td>3,348.00</td>
</tr>
<tr>
<td>Health Insurance (responsibility of the student)</td>
<td>500.00</td>
<td>1,500.00</td>
</tr>
<tr>
<td>Living Expenses</td>
<td>9,065.00</td>
<td>27,195.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$14,315.75</strong></td>
<td><strong>$35,312.50</strong></td>
</tr>
</tbody>
</table>

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
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.
Application for Admission

Please use black or blue ink to fill out the application.

Last Name

First Name

Middle Name

Previous Name

KVCC requests your social security number and date of birth for identification purposes and to comply with federal reporting requirements. However, your Social Security number is not used as your primary identification number. You will be assigned a generated Valley Number (V).

Social Security Number

Date of Birth

The Michigan Department of Education requires you to verify your address at the time of application. Your identification must show the same address you list below. Please present your Driver’s License, Voter Registration Card or Michigan ID with your application.

Street Address / PO Box (indicate street address with PO Box)

City

State

Zip Code

Primary Number: (check one)  □ Home  □ Cell  □ Business

Area Code

Alternate Number: (check one)  □ Home  □ Cell  □ Business

Area Code

College Only  □ V

Residence:  ID  OD  OS  IS  NV

Date ________  Initials ________
Gender: □ Male □ Female

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

Current / Last high school attended:

High school name

State

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

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 0 Avenue - PO Box 4070 - Kalamazoo, MI 49003-4070
Phone (269)488-4100 - Fax (269)488-4161
**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

**Engineering/Manufacturing & Industrial Technology**

**Certificate of Achievement**
- Automotive Automatic Transmission/Transaxle .......................... AUTT
- Automotive Brakes ................................ AUTB
- 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
- Senior Lab Technician ............................. SLT

**Certificate**
- Automotive Technology ......................... AUT.CERT
- Customer Energy Specialist ..................... CES.CERT
- Drafting/CAD Drafter .............................. DCAD.CERT
- Electrical Construction ........................... ELCN
- Electrical Control ................................. ELCL
- 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
- 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**
- Dental Assistant Technology ..................... MAT
- Dental Hygiene ................................... DHP
- Emergency Medical Services ...................... EMTG
- Nursing Re-entry (requires LPN) ..................... NUP2
- Respiratory Care Practitioner ..................... RCPP

**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

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| 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](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](http://www.kvcc.edu/services/Learnctr/SpecialServices.htm)

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**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.

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**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 …

**Admissions, Registration and Records**
  Phone (269) 488-4281  
  Fax (269) 488-4161

**Arcadia Commons Campus**
  (269) 373-7800

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  (269) 488-4521

**Counseling**
  (269) 488-4123

**Financial Aid**
  (269) 488-4340

**Student Service Center**
  (269) 488-4100

**Switchboard**
  (269) 488-4400
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

Revised July 1998
Admissions, Registration and Records Office
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
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.
The following information is provided for the application of admission to Kalamazoo Valley Community College for:

NAME OF APPLICANT (as it appears on official documents)

Family name/Surname/Last name       First name

CONCERNING ACCOUNT OF

Family name/Surname/Last name       First name

Number     Street

City       State/Province       Zip/Postal Code       Country

Phone Number       Fax Number       E-Mail Address

I authorize the bank to release information regarding my account.

Signature __________________________ Date __________

NAME and ADDRESS OF BANK

Name of Bank

Number     Street

City       State/Province       Zip/Postal Code       Country

Phone Number       Fax Number       E-Mail Address

TYPE OF ACCOUNT _________________________________

CURRENT ACCOUNT BALANCE IN U.S. CURRENCY EQUIVALENT $ __________________________

AVERAGE ACCOUNT BALANCE FOR THE PAST 12 MONTHS IN U.S. CURRENCY EQUIVALENT $ __________________________

I certify that the above information is true and the funds are available.

RESPONSIBLE AGENT FOR THE BANK

Name and Title

Signature __________________________ Date __________
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

Revised July 1998
Admissions, Registration and Records Office
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

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

Revised July 1998
Admissions, Registration and Records Office
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.


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.
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
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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
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   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

7. F-1 Transfer Form
8. Copy of I-20 from previous institution

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.
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 ________________

Revised July 1998
Admissions, Registration and Records Office