



NORTH HENNEPIN COMMUNITY COLLEGE

Application Information for International Students

(F-1 Visa Applicants and F-1 Transfer Students Only)

North Hennepin Community College encourages applications for admission from qualified persons around the world. There are many materials an international applicant must submit to be considered for admission, per United States Department of Homeland Security regulations. Please read the following information carefully, and be sure to account for each item on the checklist when sending your application. We welcome you!

PRIORITY APPLICATION DEADLINE:

Semester of Entry	Application Deadline	
Fall	May 1	(F-1 Transfer students - July 1)
Spring	October 1	(F-1 Transfer students - December 1)

APPLICATION PROCEDURE:

Please complete the following steps to apply. North Hennepin Community College (NHCC) cannot process your application without receiving all of the materials listed below.

1. **Application Form and Contract:** Complete and sign the attached North Hennepin Community College Application Form for International Students (F-1 visa). Please read and sign the contract that accompanies it. The contract lists important information which F-1 visa holders are responsible for knowing and following.
2. **Application Fee:** Submit the non-refundable application fee of \$20.00 (U.S. currency). If you are sending the fee from outside of the U.S., please use an International Money Order. Bank checks will be accepted if issued from a U.S. institution.
3. **Financial Documentation:** Two items must be sent to prove financial ability before you can be admitted to the college. *Please note that you cannot rely upon financial aid from the college or employment in the U.S. as a source of income.*
 - a. Your sponsor (yourself, or the person who has agreed to fund your education) must complete, sign and have notarized the attached North Hennepin Community College Financial Certificate. This document is a contract, and by signing it your sponsor is taking on financial responsibility for paying your tuition, fees, and living expenses. You may have more than one sponsor.
 - b. Your sponsor(s) must also submit a bank statement from his/her bank account showing the equivalent of \$23,858 or more. If the amount is not shown in U.S. currency, NHCC will convert it upon receipt of the statement. This statement must be **original**, less than two months old, and certified by a bank official as being a true copy. The \$23,858 in the account will prove that you have access to enough funds to cover **one academic year** of tuition and fees, school books, housing, food, transportation, medical insurance, and other expenses. Proving this financial ability is required by the United States government.

4. **Academic Records:** In order to study at any U.S. college or university, an international student must already have a high school diploma. You must provide an official, certified copy of your academic records and diplomas from all previous secondary or high schools, colleges, universities, and professional schools attended. All records must be translated to English and certified by a qualified translator. If applicable, official copies of the results of the General Certificate Examinations (GCE) or West African Examinations Council (WAEC) should be submitted. If available, please submit a scratch card used to check scores online. *If you attended school in **Kenya**, you must have a mean grade of C or higher.*
5. **Autobiography:** Write a one-page essay about yourself to include: a.) your academic and employment background, b.) your reasons for wanting to study at North Hennepin Community College, and c.) your educational and career goals.
6. **Proof of English Proficiency:** Proof of proficiency in the English language is required from most international applicants. Acceptable forms of proof of English proficiency are:
 - a. **TOEFL** (Test of English as a Foreign Language): Minimum score of 500 (paper/pencil), 173 (computer), or 61 with at least 15 on the individual sections (internet). The School Identification Number for North Hennepin is **6498**.
 - b. **Michigan Test:** Score of 75 or more.
 - c. **IELTS:** Score of 5 or higher.
 - d. **ELS or ESL:** Completion of Level 9 (or the equivalent) including reading and writing.
 - e. **English Composition Class:** Taken at any accredited U.S. college or university with a grade of C or higher.
 - f. Individuals who are already in the U.S. may take the English Language Skills Assessment (LOEP Test) at NHCC instead of the TOEFL. **Please note:** If your English ability is lower than college level English instruction at NHCC (900 level ESOL), you will be required to seek English training elsewhere.

***All test score reports and recommendations must come directly to our Admissions Office from the testing centers or institutions. Photo copies of score reports cannot be accepted.

If you have questions, please contact us by telephone at 763-424-0722 or email us at admission@nhcc.edu

Please send all materials to:

Admissions Office – International Admissions
North Hennepin Community College
7411 85th Avenue North
Brooklyn Park, MN 55445
USA



North Hennepin
Community College

NORTH HENNEPIN COMMUNITY COLLEGE

Application Form for International Students

(F-1 Visa Applicants and F-1 Transfer Students Only)

Name: _____
Family/Surname (as it appears on passport) First name Middle name(s)

U.S. Phone Number: _____ **Email Address:** _____
(if available)

Date of birth (month/day/year): _____ **Marital status:** Single _____ Married _____

Gender: Male _____ Female _____ **U.S. Social Security Number** (if available): _____

Country of birth: _____ **Country of citizenship:** _____

What is your current immigration status in the U.S.?

(All applicants except New F-1 Visa Applicants must submit a photocopy of your visa/passport/I-94 with this application)

- New F-1 Visa Applicant F-1 currently enrolled at another college/university
 F-1 Student Seeking Visa Reinstatement Visa Type/Class _____ seeking Change of Status to F-1

Permanent Foreign/Home Country Address (required):

Address

City Province / Territory Country Postal Code

Address in the USA where you will live or are living (if known):

Address

City State Zip Code

How long have you lived in Minnesota (Year / Month)? _____ / _____

When do you hope to begin at NHCC? Fall semester _____ Spring semester _____
Year Year

Major of study: (must be a major offered at NHCC) _____

Family Data: List dependent spouse and children who are seeking entry into the U.S. Attach additional paper if more space is needed.

Name (Family/Surname, First)	Date of Birth	Country of Birth	Relationship to Student
_____	_____	_____	_____
_____	_____	_____	_____

Person to be notified in case of emergency:

Name Relationship to You Phone Number w/ area code

Address

City State Zip Code



F-1 CONTRACT

North Hennepin
Community College

Please carefully read the following information and sign at the bottom if you are in agreement. Upon signing, you are taking responsibility for being aware of and complying with the regulations listed, and you will be held accountable for doing so.

1. **As an F-1 visa holder, you are required by the United States government to enroll in 12 credits or more each semester.** In the final semester of your academic program, you are not required to enroll in 12 credits. However, you must discuss this with your International Student Advisor prior to that semester so that he/she can report it to the government. _____ Your initials

2. **Upon arrival (and once a year thereafter) you will be required to purchase mandatory medical insurance from NHCC for approximately \$908/year.** You must be prepared for this expense, and you will be blocked from registering for classes until you pay for the insurance in full. By submitting your financial documentation in this application, you are taking the responsibility for providing the payments for this insurance. _____ Your initials

3. **You may not be employed off-campus without explicit permission from the United States government.** F-1 visa holders are prohibited from working outside of the school without applying to the government for employment authorization. You are not eligible for this authorization during your first academic year as a student, and you cannot count on being approved later. You are eligible to find work on-campus at the school immediately upon arrival. _____ Your initials

4. **You will be required to pay the tuition rate throughout your tenure as an F-1 student at NHCC.** Currently, tuition is \$168.25 per credit; therefore the required 12-credit minimum course load would be approximately \$2019.00 per semester. There are two required semesters per academic year. Students must also account for text books, along with all other living expenses. _____ Your initials

5. **You must maintain consistent communication with your International Student Advisors.** Please inform the school when your address or phone number change, and keep in regular contact with your Advisors regarding academic status, employment status, etc. Your Advisors are your advocates and want you to succeed; therefore you must do your part to keep in touch. _____ Your initials

I certify that the information I have provided on this application form is complete, accurate, and true to the best of my knowledge. I have read and agree to follow the terms of the above contract. By signing below, I am also acknowledging that no false representation of information has knowingly been made by me or on my behalf.

Applicant's signature

Date

