# North Hennepin Community College
# International Students (F-1 Visa Applicants Only)
# Application for Admission

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!

## Applicants completing this process should be:

- Living outside of the U.S. and planning to apply for a F-1 visa
- Currently studying at another U.S. institution on a F-1 visa and planning to transfer to NHCC
- Currently living in the U.S. with any type of visa (such as B, J, H) and planning to request a visa status change to F-1

## Application Deadlines:

| Semester | Application Deadline: New F-1 Applicants | Application Deadline: Applicants Transferring from a US Institution |
|---|---|---|
| Fall | May 1 | July 1 |
| Spring | October 1 | December 1 |

**Complete and submit ALL application materials together.** Before submitting your application, please make sure that you have included all of the required documents listed below. ***North Hennepin Community College (NHCC) cannot process your application without receiving all required materials.***

## F-1 International Student Application Checklist:

☐ **Application and F-1 Student Contract:** Complete and sign the 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.

☐ **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.

☐ **Immigration Documents:** Applicants currently in the U.S. should submit all immigration documents that they currently have along with their application. This includes passport, visa, I-94 card and any past/current I-20 forms.

☐ **Proof of English Proficiency:** Proof of proficiency in the English language is required from most international applicants. All documentation of language proficiency must come directly to our Admissions Office from the testing centers or institutions. Photocopies cannot be accepted. Acceptable options to prove English proficiency are:

| | |
|---|---|
| ☐ **TOEFL**: 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**. | ☐ **English Composition Class**: Taken at an accredited U.S. college or university with a "C" grade or higher. |
| ☐ **IELTS**: Score of 5 or higher. | ☐ **ELS Language Institute**: Completion of Level 9 (or equivalent) including reading and writing. |
| ☐ **Michigan Test**: Score of 75 or more. | ☐ **Accuplacer:** Applicants in the U.S. may take the Accuplacer ESOL Assessment at NHCC. If your English ability is lower than NHCC's college level English instruction (0900 level ESOL), you will be required to seek English training elsewhere prior to admission. |

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_____ **Academic Records:** In order to study at any U.S. college or university, an international student must have a high school diploma. You must provide an official, certified copy of your academic records / diplomas from all previous secondary or high schools, colleges, universities, and professional schools attended. All records must be translated into English and certified by a qualified translator. If applicable, official results of the General Certificate Examinations (GCE) or West African Examinations Council (WAEC) should be submitted along with a scratch card to verify scores online. *If you attended school in **Kenya**, you must have a mean grade of C or higher.*

_____ **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.

_____ **Financial Documentation:** International student applicants are required to document their financial ability before being admitted to the college. You may have more than one sponsor. Please note that you International Students are not able to apply for financial aid.

**Sponsors must submit all financial documentation indicated in the appropriate category below.**

**Sponsors Who Are U.S. Citizens or Permanent Residents**

☐ **Form I-134:** Sponsors who are U.S. citizens or permanent residents should complete and sign the Form I-134 found at http://www.uscis.gov and submit it along with the appropriate documentation as proof of funds. This document is a legal contract, and by signing it your sponsor is taking on a financial responsibility for paying your living expenses.

☐ **NHCC Financial Certificate:** Your sponsor must complete, sign and have notarized the attached North Hennepin Community College Financial Certificate to indicate their level of sponsorship. This is a contract and by signing it your sponsor is taking on financial responsibility for paying your tuition, fees, and living expenses.

☐ **Certified Bank Statement:** Your sponsor(s) must also submit a certified bank statement showing the equivalent of the amount for which they will sponsor the student. A combined total of $25,167 is required of all applicants regardless of their anticipated living arrangements. Bank statements must be **original**, less than two months old, and certified by a bank official as being a true copy. This will prove that you have funding to cover **one academic year** of tuition and fees, school books, housing, food, transportation and medical insurance.

**Sponsor Who Are Not U.S. Citizens or Permanent Residents**

☐ **NHCC Financial Certificate:** Sponsor residing outside of the U.S. 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.

☐ **Certified Bank Statement:** Your sponsor(s) must also submit a certified bank statement showing the equivalent of the amount for which they will sponsor the student. A combined total of $25,167 is required of all applicants regardless of their anticipated living arrangements. Bank statements must be **original**, less than two months old, and certified by a bank official as being a true copy. This will prove that you have funding to cover **one academic year** of tuition and fees, school books, housing, food, transportation and medical insurance.

If you have questions, please contact us at international@nhcc.edu. Please send all materials to:

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

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## PERSONAL DATA (Please print)

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

**Date of birth** (month/day/year)**:** _____ **U.S. Social Security Number (if available):** _____

**Gender:** Male Female **Marital status:** Single Married

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

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

**What is your current immigration status in the U.S.?**
New F-1 Visa Applicant
F-1 Student Seeking Visa Reinstatement
F-1 currently enrolled at another college/university
Visa Type/Class_____ seeking Change of Status to F-1

**Do you currently live in MN?** Yes No **If yes, how long? (Year/Month)** _____/_____

**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

## ADMISSIONS DATA

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

**Major of study**: _____ *(Must be a NHCC Degree of Study. English as a Second Language does not qualify)*

**What is your current educational intent?**
- ☐ Complete courses, no degree
- ☐ Earn occupational certificate/diploma
- ☐ Earn Associates degree
- ☐ Earn Associates degree and transfer
- ☐ Complete courses and transfer w/out degree

**Have you attended this college before**: ☐ Yes ☐ No **If yes, last date of attendance**: _____

## EDUCATIONAL DATA

**High School Attended** _____ **Country** _____

**Graduation month /year** _____ **Have you attended any U.S. college or university?** ☐ Yes ☐ No

**List all colleges/universities previously attended below.** Please attach additional pages if necessary. Have these official transcripts sent to NHCC directly from the institution. *Transcripts from outside the U.S. must be evaluated by a NACES credentialed evaluation service for credits to be eligible for transfer.*

| NAME OF INSTITUTION | LAST DATE OF ATTENDANCE |
|---|---|
| | |
| | |
| | |

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## FAMILY DATA

**Dependents (If Applicable):** List dependent spouse and children who are seeking entry into the U.S on an F-2 visa. 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 (Family/Surname, First) | Date of Birth | Country of Birth | Relationship to Student |
|---|---|---|---|
| | | | |

Address

City State Zip Code

## CONFIDENTIAL INFORMATION

The following information is used for reporting and compliance purposes only. While providing this information is voluntary, it facilitates processes related to your enrollment including assessment testing, creation of your student record, financial aid, veteran's benefits, and tax purposes.

**Are you Hispanic or Latino?** ☐ Yes ☐ No
(*A person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American or other Spanish culture, regard-less of race)*

**Race and ethnic background - Please select all that apply:**

☐ American Indian or Alaska Native *(A person having origins in any of the original peoples of North & South America)*

☐ Asian *(A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent)*

☐ Black or African American *(A person having origins in any of the black racial groups of Africa)*

☐ Native Hawaiian or Pacific Islander *(A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other)*

☐ White *(A person having origins in any of the ordinal peoples of Europe, the Middle East or North Africa)*

### Signature

In signing this application, I certify that the information I have provided on this application form and in all other admission application materials is complete, accurate and true to the best of my knowledge. I also certify that I have thoroughly reviewed and agree to all of the terms listed on the F-1 Student Contract.

**Applicant's Signature: _____Date: _____**

**Access to Student Records**

**Required The college will not permit access to or the release of personally identifiable information contained in student educational records without the written consent of the student to any third party, except as authorized by the MGDPA and FERPA or other applicable law. A copy of the Release of Private Educational Data form is available in Student Services offices, academic areas, and the college Information Drive. A written consent is valid if it: 1) specifies the records that may be disclosed; 2) states the purpose of the disclosure; 3) identifies the person(s) to whom the disclosure may be made; and 4) is signed and dated by the student. If the release is for disclosure to an insurer or its representative, the release must also include an expiration date no later than one year from the original authorization, or two years for a life insurance application. If the student requests, the school shall provide him or her with a copy of the records released pursuant to the informed consent.**

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## F-1 CONTRACT

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. _____ (Initials)

2. **Upon arrival (and annually thereafter) you will be required to purchase mandatory medical insurance from NHCC is estimated at $1100/year.** You must be prepared for this expense. You will be blocked from registering for classes until the insurance is paid in full. By submitting your financial documentation in this application, you are taking the responsibility for providing the payment of this insurance. _____ (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. _____ (Initials)

4. **You will be required to pay the tuition rate throughout your tenure as an F-1 student at NHCC.** Currently, tuition is $181.59 per credit; therefore the required 12-credit minimum course load would be approximately $2179.00 per semester (4 months). There are two required semesters per academic year. Students must also account for textbooks and all living expenses. _____ (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. _____ (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**

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## Financial Certificate

All international applicants to North Hennepin Community College must provide evidence of ability to meet expenses for housing, food, transportation, tuition/books, supplies, insurance, and personal expenses. Admission to the college will not be granted until this form is completed and returned to the college, per United States government regulations.

**If more than one sponsor is utilized, please submit a separate Financial Certificate and supporting documentation for each person.**

| | |
|---|---|
| Tuition ($181.59 x 24 credits) | $ 4,360 |
| Books, Supplies, Miscellaneous | $ 1,000 |
| Medical Insurance (per year) | $ 1.100 |
| Living Expenses* | $18,780 |
| **TOTAL** | **$25,167** |

** Students with dependents must add $3,500 for a spouse and/or $2,500 for each child.*

**Student's Name (please print)**: _____

| **Source of Funds: Mark with an "X" all that apply** | **Required Supporting Documentation** | **Indicate Exact Amount (in USD)** |
|---|---|---|
| _____ **Sponsor Name:**_____ | Certified / Original Bank Statement AND Form I-134 Affidavit of Support* (www.uscis.gov) if applicable. ***If a US Citizen/Permanent Resident will be sponsoring the student, a From I-134 from that person along with evidence of funds is required.** | $ |
| _____ **Self (Student)** | Certified / Original Bank Statement | $ |
| _____ **Government Sponsorship** | Signed Award Letter | $ |
| _____ **Scholarship** | Signed Award Letter | $ |
| **TOTAL FUNDS: (Must Equal At Least $25,167)** | | $ |

**This is to certify that I have read the information furnished by the student named on this form, and that the funds are available and will be provided as specified.**

_____

Sponsor's Name (please print) Sponsor's Signature Date

_____

Signature of Notary* (Notary Seal) My Commission Expiration

**Notary signature and stamp is **required** in order for the Financial Certificate to be considered valid.*

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