

**Jefferson Community College  
Watertown, New York**

# ***International Student Application***

**RETURN COMPLETED APPLICATION TO:**

**Admissions Office  
Jefferson Community College  
1220 Coffeen Street  
Watertown, New York 13601  
USA**

***Contact Information:***

***Amy O'Donnell***

***Assistant Director of Admissions and International Student Advisor***

***Phone (315) 786-2277 or Fax (315)786-2349***

***[admissions@sunyjefferson.edu](mailto:admissions@sunyjefferson.edu) or [aodonnell@sunyjefferson.edu](mailto:aodonnell@sunyjefferson.edu)***

## *Jefferson Community College* *Frequently Asked Questions: International Students*

### **Who is an International Student?**

Any student who is not a citizen of the United States, and wishes to study at the College under an F-1 non-immigrant student visa is considered an international student.

### **What is the Time Line and Admissions Procedure for International Students?**

International Student applicants should complete the application process by June 1 for the fall semester (August) or November 15 for the spring (January) semester. The International Student Applications must be completed before an admission decision can be made. An I-20 Certificate of Eligibility for non-immigrant (F-1) students will be issued concurrent with an acceptance letter to the College.

### **Does an International Student have to attend full-time?**

Yes, international students must maintain full-time status. Coursework must be campus based.

### **How much will it cost to attend Jefferson Community College, including tuition and housing?**

Estimated annual educational and living expenses associated with attending Jefferson Community College is U.S. \$24,000. International students are required to submit certified documentation showing financial support to cover educational expenses for one year. All documentation must be dated within 6 months of the date of application and in US Dollars.

### **What other fees are associated with attendance?**

The U.S. Department of Immigration and Customs Enforcement (ICE) requires a SEVIS-I-901 fee be collected from international students. SEVIS, the Student Exchange Visitor Information System, is a complex database controlled by the U.S. Department of Immigration and Customs Enforcement (ICE.) SEVIS is designed to collect information from schools, INS ports of entry, and even the U.S. State Department relating to foreign students and scholars. SEVIS tracks and monitors the movement of F-1, M-1, and J-1 international students. The SEVIS I-901 fee must be paid and fully processed prior to entering the US for study. For more information on the payment of this fee electronically, go to: [www.ice.gov](http://www.ice.gov).

### **Is there Financial Aid available for International Students?**

International Students are **not** eligible for financial assistance while attending Jefferson Community College.

### **Can International Students work while attending college?**

International Students entering with an F-1 visa may work on-campus under the Student Aid program. It is the responsibility of the student to locate campus employment and request approval from the international student advisor.

### **What Information Does SEVIS Track and Monitor?**

Jefferson Community College must report to SEVIS all the information found on an I-20 including personal data, program of study, funding information and certification for travel abroad.

Additionally, SEVIS requires that every semester, Jefferson Community College must report student enrollment.

- SEVIS requires Jefferson Community College to report when a student completes a program, is terminated or withdraws from a program, transfers in and out of the college, receives a program extension, or address change.

Refer to the following websites for additional information: [www.sunyjefferson.edu](http://www.sunyjefferson.edu), [www.suny.edu](http://www.suny.edu), [www.ice.gov/sevis/](http://www.ice.gov/sevis/),

**Application Instructions**  
*(Keep for your information)*

All International Students (non-U.S. Citizens wishing to study in the U.S. under an F-1 visa) are required to:

- Complete the International Student Application (pages 3-5 of this packet). The application must be signed by the applicant only.
- If the applicant currently resides outside of the United States and English is not the first language, submit a copy of Test of English as a Foreign Language (TOEFL.) A score of 61 or higher on IBT is required for admission. This test is given in countries throughout the world. Testing information is available from [www.toefl.org](http://www.toefl.org). Jefferson also accepts IELTS as an examination to demonstrate English proficiency. A minimum score of 6 is required.
- Transcripts of secondary education must be submitted with an official English translation. Post-secondary (collegiate) transcripts must be evaluated by an educational credential evaluator. A recommended service is Educational Credential Evaluators (ECE), [www.ece.org](http://www.ece.org).
- Provide verification of funding (\$24,000) in US dollars to support the student's education.\*
- Provide a copy of the current passport.
- Provide proof of health insurance coverage while in the United States. Health insurance may be purchased through Haylor, Freyer & Coon, Inc.  
[Student Accident Insurance Information Brochure and Claim Form](#)

\*It is estimated that the cost of study at Jefferson Community College is about \$24,000 U.S. dollars per academic year. This includes full time Tuition, fees, books, room and board.

**Student Housing:** Jefferson opened a new **Residence Hall** facility for the Fall 2014. Applications are accepted on a first come first serve basis. Please go to: <http://www.sunyjefferson.edu/campus-life/student-housing> for further information.

**Financial assistance is not available** to any international student studying at Jefferson Community College. It is imperative that adequate sources of finances be available for the duration of the study.

**Application Deadline:** It is highly recommended that applicants for January (Spring) admission complete admissions procedures by November 15. Applicants for September (Fall) admission complete admissions procedures by June 1.

**Applications must be mailed OR emailed to:**

Admissions Office, Jefferson Community College

1220 Coffeen Street

Watertown, New York 13601

Attention: Amy O'Donnell, Assistant Director of Admissions and International Student Advisor

[www.admissions@sunyjefferson.edu](mailto:www.admissions@sunyjefferson.edu)

# **International Student Application**

*(Please Type or Print Clearly)*

**Semester and year that you are applying for admission:** Fall \_\_\_\_\_ Spring \_\_\_\_\_  
(year) (year)

## **Applicant Information (Print clearly)**

1. Legal Name\* \_\_\_\_\_ 2. Date of Birth \_\_\_\_\_  
*Last First Middle Birth Month Day Year*
3.  Male  Female 4. Cell Phone Number \_\_\_\_\_
5. Permanent Address \_\_\_\_\_  
(In your country) *No. and Street Town or City*
- \_\_\_\_\_ *Province or State Country Zip Code*
6. Country of Citizenship \_\_\_\_\_ 7. Country of Birth \_\_\_\_\_
8. Email address: \_\_\_\_\_
9. If you are already in the United States, please answer the following:
- What type of visa status do you currently have? \_\_\_\_\_
  - What is the expiration date on your visa? \_\_\_\_\_ on your I-94? \_\_\_\_\_
10. Do you plan to live in our residence hall? \_\_\_\_\_ If not, a Local Address is required:
- \_\_\_\_\_ *Street Address Town or City*
- \_\_\_\_\_ *State Zip Code*
11. Will you be seeking an F-1 Student Visa? \_\_\_ Yes \_\_\_ No
12. Are you currently enrolled in high school, college or university in the U.S.? \_\_\_ Yes \_\_\_ No
- If yes, what is the name of your school you are attending? \_\_\_\_\_
  - Name, address, phone number of your current foreign student advisor \_\_\_\_\_

***Please provide a statement that describes why you wish to study in the United States and more specifically, at Jefferson Community College. Also, indicate reasons for selecting the field of study that you have chosen and plans for further study or employment after completing your study at Jefferson. This essay must be written by the applicant and in English.***

**Educational Background**

Please list all the secondary schools **and** post-secondary schools you have attended and/or are currently attending.

Name/type of school	Location	Dates Attended
_____	_____	_____
_____	_____	_____

Is English your native language?  Yes  No

If not, which English proficiency have you completed? \_\_\_\_\_

**Intended Program of Study at Jefferson Community College**

(Visit our website for list of available programs of study and degrees or certificates)

Program: \_\_\_\_\_ Degree: A.A.S.  A.S.  A.A.  Certificate

**Financial Information**

International students, who come to the U.S. on an F-1 visa, must provide evidence of the ability to meet all educational and living expenses. Please attach a separate official statement of funds in US dollars.

Total amount of U.S. Dollars you expect to bring with you upon arrival \$ \_\_\_\_\_

Do you have a source within the U.S. for emergency funds once you arrive in the U.S.?  Yes  No

(If yes, name of source) \_\_\_\_\_

***Applicant must provide a statement of funds available for educational needs. This should be provided on a financial institution letterhead.***

Enter amount of assured support available for each year of study in **U.S. dollars**. Complete each relevant item below.

Source of Funds	Year 1	Year 2	Required Verification
<u>Personal/Family Savings</u> Name of Bank: _____ Account Holder: _____	\$	\$	1. Bank Statement
<u>Other (Specify source and type of support)</u> _____ _____	\$	\$	1. Official Letter of Support 2. Bank Statements/Sworn Statements
<u>Totals</u>	\$	\$	

***Sponsor financial support statement: (if applicable)***

This is to certify that I (we) the undersigned have agreed to provide the funds indicated above to the applicant for the purpose of full-time study at Jefferson Community College and that I (we) am (are) submitting bank statements indicating the availability of these funds. I (we) further understand that Jefferson Community College cannot provide any financial assistance to the applicant and that I (we) must provide these funds for the duration of the applicant's course of study.

This is to certify that the information given on this form is complete and accurate to the best of my knowledge. I am fully aware that any false or misleading statement will result in an automatic denial of admission, or cancellation of registration following enrollment.

Sponsor Signature \_\_\_\_\_ Date: \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

**Return this form with all additional financial documentation directly to:**

**Admissions Office  
Jefferson Community College  
1220 Coffeen Street  
Watertown, New York 13601  
Attn: Amy O'Donnell, Assistant Director of Admissions and International Student Advisor  
[www.admissions@sunyjefferson.edu](mailto:www.admissions@sunyjefferson.edu)**

**CERTIFICATION**

Your application will **NOT** be considered unless you have signed and dated the certification statement below, indicating that you have read and accepted it.

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I certify that the information given is complete and accurate to the best of my knowledge. I agree to comply with any necessary regulations. I understand that any knowing or intentional falsification of the information I submit may be grounds for summary dismissal from my studies. Furthermore, I have read and I understand all the information provided on this application.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Checklist for International Applicants**  
**(Keep for your information)**

1) **Application Form:**

Jefferson Community College (free) PDF Application for Admission and Supplemental International Student Application. Available online at: [www.sunyjefferson.edu](http://www.sunyjefferson.edu)

2) **Academic Records:**

Official secondary school (high school) and any post-secondary school records (transcripts). Your academic records should include the grades/marks of all subjects completed and the results of any external examinations. Your records should also indicate any diplomas, degrees or certificates earned. If your academic records are not in English, a word-for-word translation should be **attached** to the official copy of the academic document being translated.

3) **Demonstration of English Language Proficiency:**

- If your native language is **not** English, you must demonstrate an acceptable English Language Proficiency to be considered for admission. This requirement can be met by submitting a minimum TOEFL score of 61 or higher on IBT or meeting minimum standard on a campus administered test. IELTS is also accepted with a minimum score of 6 to demonstrate English proficiency.
- A placement test is given upon arrival at the College to determine the appropriate English and math course level.

4) **Financial Documentation:** (Required for F -1 Student Applicants)

If you plan to attend in F-1 student status, you must demonstrate that you have the financial means/support to cover your educational and living expenses while attending the College. Appropriate financial documentation indicating \$24,000 US dollars of available funds is required.

6) **Autobiographical Statement:**

Enclose an essay that describes why you wish to study in the United States and more specifically, at Jefferson Community College. Also, indicate reasons for selecting the field of study that you have chosen and plans for further study or employment after completing your study at Jefferson. This must be written by the applicant and in English.

7) **For F-1 Transfer Students only:**

If you are currently attending a college or university in the United States on an F-1 student status and wish to transfer to Jefferson Community College, you will need to obtain a new I-20 issued by Jefferson Community College and fulfill transfer eligibility requirements. Your current International Student Advisor will need to complete a Transfer Eligibility Form.

8) **Verification of Health Insurance**

You must provide verification that health insurance is in effect for study in the United States.

9) **Copy of passport**

A copy of the applicant's passport must be provided prior to issuing an I-20.

\*\*\*\*\***Student Housing:** Jefferson opened a new **Residence Hall** facility for the Fall 2014. Applications are accepted on a first come first serve basis. Please go to: <http://www.sunyjefferson.edu/campus-life/student-housing> for further information.

## **International Student – Applying for the Visa** ***(Not required for Canadian students)***

When you receive your acceptance letter and the I-20 from the College, you will be able to go to the consulate or embassy to apply for the F-1 Visa. You are expected to make an appointment in advance in most countries. You may need to apply for the Visa first and then call for an appointment.

1. Students should visit the consulate or embassy with the following documents:
  - a. I-20 A & B (School copy – Student Copy)
  - b. Valid passport
  - c. Financial statement
  - d. Letter of admission from the college
2. The student will then complete the visa application.
3. Every American embassy/consulate works from the same set of regulations and laws but may adapt different procedures for their location. Some require a person to have a personal interview some give an appointment and ask the student to come back with documentation, while others conduct the entire process by mail. The visa is a stamp in the passport indicating where the visa was issued, the date the visa was issued, the date of expiration, the number of entries, the type of visa, the visa number and in the F-1 case, the school the I-20 was issued from. The visa gives you permission to lawfully enter the United States.
4. You will need both copies of your I-20 and your passport with the visa stamped inside to enter the U.S. as an F-1 category student.

### **Important Websites for International Students**

Visa information: [http://travel.state.gov/visa/visa\\_1750.html](http://travel.state.gov/visa/visa_1750.html)

Embassy, consulate, and Diplomatic Mission information: <http://www.usembassy.gov/>

U.S. Immigration and Customs Enforcement and Student and Exchange Visitor Program  
<http://www.ice.gov/sevis/>

Test of English as a Foreign Language: <http://www.ets.org/toefl>

Educational Credential Evaluators: <http://ece.org/>

Jefferson Community College: <http://www.sunyjefferson.edu>

State University of New York: <http://www.suny.edu>