

## International Student Application Checklist

- ❑ **RCC application with fee:** Please be sure to indicate F-1 on the application. Please write your permanent home address in your home country on the application form, as this is needed for the SEVIS I-20. If you complete the online application, you can submit the \$30 application fee online. If you complete the paper application, the application fee of \$30 must be in the form of a U.S. bank check.
- ❑ **Official Transcripts:** You must show proof that you have equivalent to a U.S. high school diploma.
  - Submit official secondary school transcripts (academic records) along with a completion certificate and/or exam results (if applicable) in English or with English translation. For English translation, you can use any official service in your home country or local translation services in the U.S.
  - If you have attended college or a university, submit official transcripts from all schools attended. College or university transcripts from non-U.S. schools will need to be evaluated by a professional evaluation company to qualify for transfer credits. We accept any service that are members of NACES.
- ❑ **Bank Statement & Agreement of Financial Support:** You must show equivalent to \$20,760 U.S. in liquid funds. Please complete the Agreement of Financial Support & have it signed by your sponsor(s) whose name appears on the bank statement(s).
- ❑ **Passport:** A copy of the biographical page is required for the applicant and all dependents.
- ❑ **SEVIS I-20 and Mailing Information Form:** Please include information on any dependents and indicate how you would like to receive your documents.
- ❑ **Copies of current I-20/visa:** If you are currently in the U.S. and are transferring to RCC, we need a copy of your current I-20 and visa page
- ❑ **Immunization:** Proof of immunization against Measles, Mumps and Rubella. You must also submit the Meningitis Response Form. This requirement must be fulfilled prior to registering at RCC. Students can do this free of charge at a clinic upon arrival if needed.

### Application Deadlines:

Semester	Students Needing an F1 Visa	Students in U.S. With an F1 Visa
Fall (September)	July 15	August 15
Spring (January)	December 1	December 15

***Please be certain that all forms are filled out legibly with the exact spelling of your name as it appears on your passport and/or VISA.***

## SEVIS I-20 & Mailing Information Form

### Dependents:

- I have dependents that need an F2 visa

The following dependents will accompany me:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Age: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Age: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Age: \_\_\_\_\_

*You must include a copy of the passport and marriage (for spouse) and/or birth certificate (for children) for each dependent. Please see the Agreement of Support for what additional financials are required.*

### Mailing of Documents:

**How would you like your admission packet and I-20 mailed to you?**

- Pick up at International Student Services:** If being picked up by someone other than yourself, please print name of person picking up: \_\_\_\_\_
- Send by U.S. Mail:** This is **free** and takes on average 2-3 weeks to be received
- Express Mail:** RCC uses an express mail service that will allow you to receive your acceptance letter and I-20 through DHL or FedEx in 3-5 days. Requesting your immigration documents through express mail is at **YOUR** expense and your credit card (Visa, Mastercard or Discover cards only) will be charged upon requesting the service. To request express mailing of your documents, go to the **eShip Global** website, [study.eshipglobal.com](http://study.eshipglobal.com).

**Please confirm your mailing address if you would like your documents mailed:**

- Same as address on application form
- Different mailing address (if picking up, see below):

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_

*Please be sure to contact us if any of the information above changes*

## Agreement of Financial Support

International students must submit the information below along with a financial document prior to the issuance of the I-20 form. Financial documents must show a balance of \$20,760 U.S. Please note that these expense are only estimates and may vary depending on where student lives and what classes they are enrolled in. Amounts are subject to change without notice.

ESTIMATED ANNUAL EXPENSES:

Tuition and Fees (Two Terms):	\$9260
Accommodation (Rent):	\$6500
Other (Books, Transportation, Health Insurance):	\$5000
<b>TOTAL:</b>	<b>\$20,760</b>

DEPENDENTS – You must show additional funds for each dependent (spouse/child) that will be needing a SEVIS I-20

Spouse:	\$5000
Child:	\$3000

ACCEPTABLE DOCUMENTS INCLUDE:

- Personal funds – Recent bank letter or statement dated within the past 6 months *\*this form is not required*
- Family/sponsor funds – Recent bank letter or statement along with a signed Agreement of Financial Support. If you do not use this form for the affidavit, your affidavit must contain applicant’s name, sponsor’s name, relationship to applicant and amount of funds available for the purpose of the applicant’s studies.
- Proof of educational loan approval
- Government/sponsoring agency – A signed copy of the scholarship or award letter stating the amount and duration of award.
- Examples of **unacceptable** financial documents include:
  - Salary statement or pay stubs
  - Real estate
  - Credit cards/credit limits

This form must be completed by the sponsor and must match the name of the account holder provided in the bank letter or statement. **Students do not need to complete this form if all financial support comes from student’s personal funds.**

Relationship to Student:  Father  Mother  Sister  Brother  Other: \_\_\_\_\_

I hereby certify that I, *(Name of Sponsor)* \_\_\_\_\_, will be responsible for the educational and/or living expenses of *(Name of Student)* \_\_\_\_\_ each year while he/she is attending Rockland Community College. I also certify that the total amount of money I have available for educational expenses at Rockland Community College is U.S. \$\_\_\_\_\_.

**I authorize the release of my supporting financial documents to verify that the promised financial resources are immediately available to me and the student. I swear and affirm that I know and understand the contents of this affidavit, signed by me, and that the statements are true and correct.**

Signature of Sponsor: \_\_\_\_\_ Date: \_\_\_\_\_