

**INTERNATIONAL STUDENT  
APPLICATION FOR ADMISSION**



**Admissions Office**

**1250 Homer Road  
Winona, MN 55987  
877-853-8324  
Fax: 507-453-2715**

**308 Pioneer Road  
Red Wing, MN 55066  
877-853-8324  
Fax: 651-385-6377**

**[www.southeastmn.edu](http://www.southeastmn.edu)**

## **INTERNATIONAL STUDENT ADMISSIONS CHECKLIST**

**IMPORTANT:** The following items must be completed and submitted to our Admissions Office by the indicated semester deadlines in order for Minnesota State College Southeast to issue you the Immigration Form I-20:

### **Application deadlines:**

**Applicants applying from another country:** May 1 for Fall Term; September 1 for Spring Term

**Applicants currently studying in the U.S.:** June 1 for Fall Term; November 1 for Spring Term

- \_\_\_\_\_ **Submit an International Student Application for Admission.** Complete all sections being sure you indicate your major/program choice and providing your signature.
  
- \_\_\_\_\_ **Pay a \$20 application fee.** Please pay in U.S. currency, money order or check (credit card?). This is a one-time, non-refundable fee.
  
- \_\_\_\_\_ **Have original TOEFL scores sent to our Admissions Office.** For TOEFL testing locations, visit the TOEFL website [www.ets.org/toefl](http://www.ets.org/toefl). The TOEFL school code for Minnesota State College Southeast is 3695. To be accepted at Minnesota State College Southeast, applicants must obtain the following TOEFL scores: 500 or greater on the paper test; 173 or greater on the computer-based test; or 61 or greater on the Internet-based test.
  
- \_\_\_\_\_ **Submit a completed Minnesota State College Southeast International Student Financial Statement.** You must also include with this signed statement a current original bank record showing sufficient funds available to cover your first year of educational and personal expenses.
  
- \_\_\_\_\_ **Submit official transcripts.** High school/college transcripts must be official and translated in English.
  
- \_\_\_\_\_ **Provide records of immunization history.** The Minnesota Department of Health requires college students to show up-to-date immunizations for tetanus/diphtheria (Td) and measles/mumps/rubella (MMR).

**Please note** that some programs at Minnesota State College Southeast have additional requirements for admission. Our on-line college catalog (available on our website [www.southeastmn.edu](http://www.southeastmn.edu)) provides details on these programs.

**Course Placement Testing:** International students will be required to take the ACCUPLACER Test upon arrival in the U. S. This test must be taken prior to course registration as the test scores will be used to place students in appropriate levels of courses. Sample test questions and other information on the ACCUPLACER can be found at [www.collegeboard.com/student/testing/accuplacer/](http://www.collegeboard.com/student/testing/accuplacer/). Scheduling a time to take the ACCUPLACER can be done by registering at the following link: [http://southeastmn.edu/current\\_student/lrc/accuplacer.aspx](http://southeastmn.edu/current_student/lrc/accuplacer.aspx).

**Tuition and Other Costs:** International students will be charged Minnesota resident tuition rates. International students **must maintain full-time student status (12 credits or more) each semester**. Students should have additional funds available to meet unexpected costs, such as the need to return home to their country for family emergencies.

**Health insurance:** Students must purchase an international student health insurance policy through the Minnesota State system unless they provide proof of other adequate coverage.

**Housing:** Securing housing is the responsibility of the student. The college can provide some assistance in locating housing but does not recommend nor secure housing for the student. Contact the college Student Services office for information.

# International Student Application For Admission

## Minnesota State College Southeast

NOTE: The college is asking you to provide information including private and/or confidential information under state/federal law. The college is asking for this information in order to process your application. You are not legally required to provide the information the college is requesting; however, the college may not be able to effectively process your application if you do not provide sufficient information. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials, including faculty who have legitimate educational interests in the information. Under certain circumstances, federal/state laws authorize release of private information without your consent:

- to other schools in which you seek or intend to enroll, or are enrolled, if you are first notified of the release;
- to federal, state or local officials for purposes of program compliance, audit or evaluation;
- as appropriate in connection with your application for, or receipt of financial aid;
- to your parents, if your parents claim you as a dependent student for tax purposes;
- if the information is sought with a subpoena, court order, or otherwise permitted by other state or federal law;
- and to an organization engaged in educational research or an accrediting agency.

Minnesota State College Southeast abides by the provisions of Title IX and other federal and state laws forbidding discrimination on the basis of sex, race, color, national origin, or handicap and all other state and federal laws regarding equal opportunity. This document can be made available in alternate formats, such as large print or cassette tape, upon request by contact the College's Student Services Office at the College telephone number.

### **PERSONAL INFORMATION** (Please print or type the following information clearly)

\_\_\_\_\_

Family Name as it appears on passport	First/Given	Middle
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\_\_\_\_\_

City of Birth	Country of Birth	Country of Citizenship
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\_\_\_\_\_ Gender: Male \_\_\_ Female \_\_\_ Your Passport Number \_\_\_\_\_  
Date of Birth (Month/Day/Year)

### **Address in the United States where you will live (if known); must show street address**

\_\_\_\_\_

U.S. Address	City	State	Zip Code
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U.S. Telephone Number \_\_\_\_\_ Your Cell Phone number \_\_\_\_\_

### **Permanent Foreign Address (required by U.S. Immigration)**

\_\_\_\_\_

Address

\_\_\_\_\_

City	Province/Territory	Country	Postal Code
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\_\_\_\_\_

Foreign Telephone Number	Email Address
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**Emergency Contacts:**

In the United States: \_\_\_\_\_  
Name Complete Address Telephone Number

In your Home Country: \_\_\_\_\_  
Name Complete Address Telephone Number

**Visa Information** (only complete if you are already in the United States)

\_\_\_\_\_  
Type of visa (F1, J1, etc.) Expiration date of your visa

**Family Data, List dependent spouse/children seeking entry to the United States. Use additional paper if needed:**

\_\_\_\_\_  
Name (Family/Surname, First Date of Birth Country of Birth Relationship to Student

\_\_\_\_\_  
Name (Family/Surname, First Date of Birth Country of Birth Relationship to Student

**ADMISSIONS INFORMATION**

\_\_\_\_\_  
Name of the academic program/major you plan to pursue (e.g. Accounting, Electronic Technology, etc.)

What is your educational intent at Minnesota State College Southeast (check one)?

Earn an occupational diploma/certificate  Earn associate degree  earn associate degree and transfer

What semester do you intend to begin taking courses? (Check only one and indicate the year)

Fall of 20\_\_\_\_ (August to December)  Spring of 20\_\_\_\_ (January to May)

**EDUCATIONAL DATA/ACADEMIC RECORDS**

Please list in the spaces provided below, all previous high schools, ESL programs, colleges and universities that you have attended. Attach to this application, copies of your educational records, translated into English. If you have foreign college/university credits that you wish to have considered for possible transfer of credit, please request that your international transcript(s) be sent by your former institution(s) to a credential evaluation service, such as World Education Services, Inc., [www.wes.org](http://www.wes.org) or Educational Credential Evaluators, [www.ece.org](http://www.ece.org). Once your transcript(s) have been received by an evaluation service, our Registrar will review your credits for possible transfer to your Southeast Technical program.

Name of Each High School, ESL Program, College/University Address of Institution: City, State, Country Date Started Date Ended Diploma, Degree or Certificate Received

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REQUEST FOR CONFIDENTIAL INFORMATION (This information is not required for admission purposes):**

Providing the following information is voluntary. This information will assist Minnesota State Colleges and Universities in evaluating student recruitment and retention policies. It will not be used as a basis for admission.

Are you Hispanic or Latino (a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central America, or other Spanish culture, regardless of race)?

Yes  No

Race and Ethnic background (select any that apply)

American Indian or Alaska Native – A person having origins in any of the original peoples of North, Central or South America and who maintains tribal affiliation or community attachment.

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 Other Pacific Islander – A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands

White – A person having origins in any of the original peoples of Europe, the Middle East or North Africa

What is the highest level of education of your parent (s)/guardian (s)? (Please respond for the parent(s), adoptive Parent(s) or guardian(s) who raised you. Check only one response for each parent/guardian.

Parent/Guardian #1

No high school diploma  High school diploma  Some college  2-year college degree/diploma  
 Bachelor's Degree or higher  Don't know

Parent/Guardian #2

No high school diploma  High school diploma  Some college  2-year college degree/diploma  
 Bachelor's Degree or higher  Don't know

**SIGNATURE (Your application must be signed and dated):**

I certify that all of the information provided on this application form and all other admission materials is complete, accurate and true to the best of my knowledge. I understand that falsification of applicant information is sufficient grounds for canceling my admission or registration at Minnesota State College Southeast.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**IMPORTANT REMINDER: You must complete all application procedures by the indicated application deadlines, complete and sign all required application forms, supply all required documentation (included financial reports and TOEFL scores) and be accepted for enrollment at Minnesota State College Southeast before a Form I-20 will be sent to you. If you have any questions or concerns regarding your admission to the college, please contact the Admissions Office as soon as possible.**

Minnesota State College Southeast abides by the provisions of Title IX and other federal and state laws forbidding discrimination on the basis of sex, race, color, national origin, or handicap and all other state and federal laws regarding equal opportunity. This document can be made available in alternate formats to individuals with disabilities upon request by contacting the Student Services office.

**INTERNATIONAL STUDENT AGREEMENT  
For International Student Applicants**

Before signing this form, please read carefully. Contact the Minnesota State College Southeast Admissions Office if you have any questions regarding this form. **This form must be submitted along with your admissions application.**

**If admitted to Minnesota State College Southeast, I certify that I understand and accept the following conditions and agree to abide by them:**

1. I understand that I am required to pay ALL tuition and fees by the designated payment deadline date each semester. If I do not pay by the deadline date, I understand I will be prohibited from registering for future semesters. If I do not register for courses for future semesters, I understand I will have violated my immigration status and will be considered out of status.
2. I will have available sufficient funds for tuition, fees, other educational supplies, living expenses and health insurance for each semester I study at Minnesota State College Southeast. I recognize that the cost of living is high, that financial aid from the college is not available, and that as a general rule international students are not permitted to work off campus and that on-campus work is not available for international students at Minnesota State College Southeast.
3. I agree to purchase the Minnesota State Colleges and Universities System International Student Health Insurance Plan as a condition of admission and continued enrollment. Exemptions may be granted only to students having government-provided national health insurance that exceeds the MnSCU plan. Students must maintain this insurance coverage throughout their attendance at Minnesota State College Southeast. It is the student's responsibility to ensure insurance is renewed every year of attendance. Minnesota State College Southeast assumes no responsibility for medical expenses.
4. I agree to arrive at the College on or before the date indicated on my Form I-20 and will participate in the new student orientation session as required by the College. I will report to the College's Admission Office to check in upon my arrival.
5. I will take the Accuplacer Basic Skills test before I will be allowed to register for courses for my first semester and will fulfill the requirements that result from my scores on this test. Based on the test scores, I may be required to take additional English or math courses.
6. I will maintain my status with respect to United States Citizenship and Immigration Service regulations for the duration of my studies at Minnesota State College Southeast. This includes but is not limited to enrolling as a full-time student (12 or more credits) each semester and maintain a valid passport and I-20 at all times. If I have questions or experience problems related to my enrollment, I will immediately contact my Minnesota State College Southeast international student advisor.
7. I authorize Minnesota State College Southeast to release to appropriate U.S. Government offices information required to determine my compliance with U.S. immigration regulations as allowed by federal/state data privacy laws. Further, I understand that the College must report to the U.S. Department of Homeland Security those students who have failed to register, failed to pursue a full-time course of study or failed to meet the minimum academic standards of the College. I understand that the College must comply with the electronic compliance system (SEVIS) with electronic reporting to U.S. Homeland Security.
8. I agree to abide by the College's Student Code of Conduct and realize that violation of the conditions of the Code may result in suspension or expulsion from the College which may cause me to be out of status with respect to student visa.

Please print your name \_\_\_\_\_  
Last First Middle

Your Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**MINNESOTA STATE COLLEGE SOUTHEAST  
INTERNATIONAL STUDENT FINANCIAL STATEMENT**

Per U.S. Homeland Security/Immigration regulations, Minnesota State College Southeast requires that international student applicants provide documented proof of adequate financial support to pay for all educational and living expenses for a minimum of the first year of study at the College. This Financial Statement, signed by the applicant, along with all required supporting documentation must be on file at Minnesota State College Southeast before admission to the College will be considered. If you plan to bring dependents (spouse and children), you must submit additional certification as noted on this form. Please note that costs of higher education and living expenses typically increase each year. It is strongly recommended that students have additional funds available to meet unexpected costs. Please review the attached "Estimated Expense" sheet for the estimated total cost of educational and living expenses for the first year of study at Minnesota State College Southeast.

**FUNDING SOURCE(S):**

**Personal Or Family Savings** \_\_\_\_\_ U.S. \$ \_\_\_\_\_  
(Name of Bank)

**Enclose an original bank-certified statement issued within three (3) months of the date you apply for admission. All financial documents must have an original bank and bank official's signature.**

\*\*\*\*\*

**Financial Support from Family or Sponsor:** U.S. \$ \_\_\_\_\_

Name of Family Member or Sponsor: \_\_\_\_\_ Relationship \_\_\_\_\_

**Enclose an original bank-certified statement issued with three (3) months of the date you apply for admission. A letter from your family member or sponsor must accompany the bank statement indicating the amount your family member/sponsor plans to provide (be sure that your name is indicated on the letter).**

\*\*\*\*\*

**Financial Support From A Government Agency, Private Foundation, University Or Business:**

Name of Agency, Foundation, etc. \_\_\_\_\_ U.S. \$ \_\_\_\_\_

Address of Agency \_\_\_\_\_

\_\_\_\_\_ Phone Number \_\_\_\_\_

\*\*\*\*\*

**Dependent Information:**

**\*\*Important:** If you have dependents who will accompany or join you in the United States, you will need to verify that you have available for your first year of study an additional **\$5,000** for the first dependent and **\$3,000** for each additional dependent. These additional funds must be added to the total funds available to you as indicated in the financial statement above.

Please list your dependents who will be accompanying you to the United States.

<u>Name</u>	<u>Relationship</u>	<u>Date of Birth</u>	<u>Country of Birth</u>	<u>Passport Number</u>
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**Total additional funds needed for dependents listed above** \$ \_\_\_\_\_

**Total funds available to student to meet educational, living expenses for the student and dependents for the first year of study** \$ \_\_\_\_\_

I certify that the total amount of funds for living and educational expenses (excluding travel funds) available to me for my first academic year is \$ \_\_\_\_\_ \*\*. I understand that U.S. Immigration regulations restrict me from employment as a student and that I am not eligible for federal or state financial aid at Minnesota State College Southeast. I understand that I am responsible for carry adequate medical insurance to cover any medical expenses. I certify that the above information is correct and complete and that I expect to have funds totaling \$ \_\_\_\_\_ with me upon arrival at the College.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_



**ESTIMATED AVERAGE EDUCATIONAL AND LIVING EXPENSES**  
**FOR THE 2017-2018 SCHOOL YEAR**  
**Based on 36 credits for the year at**  
**\$167.29 anticipated tuition rate**  
**Actual costs may be higher depending on the career program selected.**

Tuition & Fees	\$ 6,608.00
Books & Supplies	\$ 1,000.00
Room & Board	\$ 7,448.00
Transportation	\$ 2,530.00
Personal Expenses	\$ 4,076.00
Medical Insurance (mandatory)	<u>\$ 1,356.00</u>
Total Estimated Expenses for one school year	<u>\$ 23,018.00</u>

\*Fees include student activity fee, state student association fee, technology fee, accident insurance fee, and parking fee. These fees do not include the \$20.00 application fee for admission.

Total Estimated Expenses include tuition/fees, books/supplies, room & board, transportation, personal expenses, and medical insurance for two semesters. Please note that these estimated costs are the **minimum estimated** costs, based on the current year and subject to change. Students should have additional funds available to meet unexpected costs such as transportation to the home country in the event of a family or other emergency. Students living with family or friends may have lower living expenses.