

## International Student Degree-Seeking **Undergraduate** Application Checklist (requirements for issuance of I-20 or DS-2019)

### Required for ALL international applicants:

- **APPLICATION**- online or written (must be signed and dated by the student)
- **APPLICATION FEE** of \$30.00 (payable online)
- **TRANSCRIPTS**- Grade reports starting with high school, plus official transcripts for all university levels
  - If the transcripts are not in English, you must include an official English translation completed by a licensed translator.
  - **Please note: High school transcripts are only required for freshman students.**
- **EVALUATION**- Course-by-course foreign credential evaluation report issued by one of the following agencies
  - Education Credential Evaluators (ECE)
  - International Consultants of Delaware (ICD)
  - Josef Silny & Associates, Inc.
  - World Education Services (WES)
- Qualifying **GPA SCORES or ACT/SAT SCORES** as established by FSU Admissions Office
- **FINANCIAL CERTIFICATION FORM** (must be signed by the financial sponsor and notarized)  
<http://www.frostburg.edu/FinancialCert/>
- **BANK STATEMENT**- Bank Statement or Bank Letter showing enough funding for one year of study (tuition and fees, room and board, health insurance, books, and personal expenses)
  - Please request 2 copies of your bank statement or financial letter.  
One copy you will take to your VISA appointment; the other will be given to the CIE office upon your arrival at FSU.
  - The name on the bank statement must *match* the name of the person signing the *Financial Certification Form*.
  - The bank statement must include the bank's contact information (branch location, address and phone number)
  - The bank statement must be less than 6 months old at the time FSU issues the I-20 document
  - Bank *Letters* must be signed by a bank officer and printed on official letterhead paper
  - Photocopies and account statements printed off the internet are not acceptable
- **LANGUAGE SCORE** (may be waived for students whose primary language is English)
  - TOEFL (500P/173C/61iBT)
  - IELTS (5.5)
  - ELS Language Centers –Level 112
  - Inlingua English Center - Level 8
  - The Language Center (TLC) –Level 9
  - LADO International College –Level 10
  - iTEP 3.6
- Copy of **PASSPORT**
- **AGE** (under 18 list age and birthday)

Required for transfer applicants –international students who are transferring to FSU from another U.S. university, college, or intensive ESL program (IEP) must also provide the following documents before an I-20 document can be issued:

- TRANSCRIPTS- from all previous universities, colleges, and IEPs attended in the U.S.
- TRANSFER ELIGIBILITY FORM (completed and signed by the P/DSO at previous institution attended)
- VISA- most recent visa used to enter the U.S.
- I-94 CARD
- I-20 DOCUMENTS- all previous I-20 documents issued for study in the U.S.
- NOTICES OF ACTION - all previous Notices of Action (I-797A) issued by USCIS for an Application to Extend/ Change Non-Immigrant Status (if applicable)
- EAD CARDS - all previous Employment Authorization Documents (EAD cards) for employment authorization for Optional Practical Training (OPT) or Severe Economic Hardship (if applicable)

Revised 09/06/16 SH