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/](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)