

## **International Student Admissions Policy**

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North Central University welcomes students from other countries who show promise of benefiting from educational opportunities in the United States. International students must complete the same admissions process as other freshmen or transfer students. It is suggested that a foreign student apply for admission to North Central at least six months before the semester they wish to enroll. The following information is prepared for the guidance of prospective students from other countries.

### **I. International student applications will be considered for admission to North Central University after all of the following documents are received:**

#### **1. Application Form**

International Students should [apply online](#).

#### **2. Official Records of Previous Study**

Because of the great variety of types of educational institutions that exist around the world, as well as how difficult it is to assess foreign equivalencies to American terminology and standards, North Central University requires academic credit earned from institutions located outside of the United States not only to be documented with transcripts or similar official reports, but also to be evaluated using an agency approved by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) or the National Association of Credit Evaluation Services (NACES). Transfer credit will be assessed based on equivalency to collegiate work completed at regionally accredited institutions in the United States.

In addition, North Central University reserves the right to determine how such transfer credits might apply, or might not apply, to the specific requirements of a particular course of study. In other words, although NCU might recognize foreign academic coursework as being of acceptable academic quality, the University might also determine that the subject matter of this coursework is such that it will not meet any of the specific requirements of a particular academic program. International students must have their transcripts evaluated by an AACRAO or NACES-endorsed evaluation service and submitted directly to the admissions office.

Just as it is the responsibility of a student seeking transfer credit to provide NCU with relevant transcripts, it is also the responsibility of the student seeking foreign transfer credit to bear the cost of this evaluation.

If the transcript is already in a 4.0 scale and is a US based education institution, an evaluation may be waived at the discretion of the counselor and the Director of Admissions. North Central University accepts Cambridge A and O levels at a C or higher, as well as a 5 IGCSE. North Central University accepts the International Baccalaureate (IB) Diploma Program (DP) as a meeting of eligibility for entry requirements. North Central University also accepts the International Certificate of Christian Education (ICCE) as meeting the entry requirements for admission.

North Central University's minimum GPA requirement is a 2.2 GPA on a 4.0 scale. If a student has a GPA below a 2.5 a student may be required to provide an additional essay for review.

### 3. **ACT or SAT Scores**

The ACT or SAT (college entrance exams) are currently not required for acceptance to North Central. If a student submits an ACT/SAT exam it will only be considered if it will raise the scholarship amount awarded to the student.

### 4. **English Certification** (for all students who English is not their first language)

If English is not the applicant's first language, the student will need to submit the scores of their English Certification Test (TOEFL). This test can be waived at the discretion of the Director of Admissions. A score of at least 170 for the computer test, 61 for the internet-based test, and 500 for the paper test is recommended for admission to North Central University. This test is normally administered four times a year; consequently, the candidate is advised to make inquiry well in advance of the date of anticipated study in the United States.

The student may also choose to take the International English Language Testing System (IELTS) certification exam. A score of 6.5 is required for admission.

*“Applicants from the following countries whose first language is English are exempt from the English language test requirement:*

*Anguilla, Antigua and Barbuda, Australia, Bahamas, Barbados, Bermuda, British Virgin Islands, Canada, Cayman Islands, Dominica, England, Federated States of Micronesia, Grenada, Guyana, Ireland, Jamaica, Montserrat, New Zealand, Northern Ireland, Palau, Scotland, Seychelles, Shetland Islands, St. Kitts-Nevis, St. Lucia, St. Vincent and the Grenadines, Trinidad and Tobago, Turks and Caicos Islands, Wales, U.S. Territories including American Samoa, Guam, Northern Mariana Islands, Virgin Islands”*

**After all of the above steps have been completed by the student and received by the admissions office at North Central University, the applicant’s file will be reviewed. Students will be advised of their admissions status within two weeks.**

## **II. Once the applicant’s file is approved, the international applicant is required to submit the following financial statements before a Form I-20 will be issued:**

### **A. International Undergraduate Student Financial Statement**

All students interested in applying to North Central University must have the funds available to meet the cost of an education program in the United States. The purpose of the International Undergraduate Student Financial Statement form is to indicate that the international student has the financial resources available to meet the costs of tuition, fees, room, board, incidental expenses and the cost of round-trip transportation from his/her native country.

### **B. Verification of Personal Funds**

North Central must have proof of funds on file in the form of an official bank statement (with a dollar figure in U.S. funds).

**Or**

## **Sponsor**

If international students do not have proof of funds, they must have a financial sponsor who is a United States citizen. The student's U.S. sponsor will be required to submit a proof of funds on behalf of the student. This individual must complete an affidavit of support. Completion of this affidavit verifies that the sponsor will be responsible for all college and living expenses accrued by the student while living in this country that he/she cannot meet personally.

### **C. Deposit of Funds**

All students attending North Central University on a student visa are required to have \$5,000 deposited at North Central before immigration papers can be completed. Of the \$5,000 deposit, \$200 will be held as the student's enrollment deposit, and the rest is applied to the student's first term billing statement. The deposit will be used to pay for tuition and fees and any excess will be held on their account for the following semester. This deposit can come from any source (student, relative, church, loans, etc.); however, North Central scholarships do not count toward the deposit.

As soon as this amount has been deposited, a Form I-20 will be completed notifying the Immigration and Naturalization Service of your potential attendance to North Central.

*Canadian citizens are exempt from this policy.*

## **III. Instructions for attaining your visa & U.S. entry**

### **A. Form I-20**

After you are accepted to North Central University and we have received the International Undergraduate Student Financial Statement form, the verification of personal funds or affidavit of support, and your \$5,000 deposit, we will send you your [Form I-20](#).

### **B. Form I-901**

Fill out [Form I-901](#) and sent it, along with a \$350 check or money order made out to ***I-901 Student/Exchange Visitor Processing Fee*** to:

**I-901 Student/Exchange Visitor Processing Fee  
P.O. Box 970020  
St. Louis, MO 63197-0020**

Make sure that your name and S.E.V.I.S. Identification Number, located in the top, right corner of page 1 of your Form I-20 are on the check or money order. All checks and money orders must be made in U.S. dollars and drawn on a bank located in the United States.

**Print a copy of the I-901 form or complete the form online at**  
<http://www.ice.gov/sevis/i901/>.

### **C. Visa Interview**

Make an appointment with the U.S. Embassy for your Visa interview after you have received your Form I-20 and sent in your Form I-901 with the \$350 payment. After you are awarded a Visa, you may make plans to come to the U.S. through a P.O.E. (Port of Entry). If you are citizen of Canada or Bermuda, you still need to send in the completed Form I-90 with the \$350 payment, but you don't need to go to a U.S. Embassy for a Visa interview. You can go straight to a P.O.E. with your Form I-20 and Passport.

#### **D. Port of Entry (P.O.E) & Form I-94**

Upon arrival at a P.O.E. they will ask to see your Form I-20 and Passport, along with either a:

1. Signed, dated and notarized affidavit from parents, guardians, or U.S. sponsor stating that they will fully support the student through their stay in the United States.
2. Proof of financial stability by showing amount of money in cash, travelers checks or a bank statement showing a balance and signed by a bank official.

All students will receive a Form I-94 at the P.O.E. which gives you your F-1 Student Status.

#### **IV. Additional International Student Policies**

##### **A. Course Load Requirements**

International students admitted to the United States are required by law to be registered as full-time students carrying a minimum of 12 credit hours of academic work per semester.

##### **B. Student Employment**

First year international students are not allowed to work off-campus. Jobs on campus are available, but federal regulations state that students are not allowed to work more than 20 hours per week while school is in session.

Second year international students and beyond may also work on-campus or they may work off-campus through a program known as Curricular Practical Training, wherein a student would garner a job offer or internship related to their respective major and then be allowed to work either part-time or full-time off campus.

##### **C. Housing**

International students will be required to abide by the regular housing policy as set forth in the college catalog. Married students can either live off campus or live in on-campus apartments. Single students over the age of 25 will be required to live off campus or in the on-campus apartments. Single students under the age of 23 are required to live in the residence halls on campus or in on-campus apartments.

#### **V. After Completion of Studies**

- A.** It is expected that international students will return to the country of their origin upon completion of their course of study at North Central. International students are legally invited to take courses at North Central for a specified period of time. Once the student has graduated, they will need to depart for their home country or act in one of the following ways (these options may not be available to students who terminate their program).

##### **B. Intent to Transfer**

A student has 60 days to inform the school of their intent to transfer after completing their program. After the 60 days, the student's status is automatically changed from "active" to "completed" in SEVIS. If the student does not inform the school within the 60 days of their intent to transfer, the student will need to request reinstatement through the school they are transferring to.

**C. Optional Practical Training (OPT)**

This is available for students who have completed their program of study and wish to work in the United States to gain practical training in their area of study for 12 months following graduation. The job or training must directly relate to your major area of study while you were enrolled in school. Any student looking to do OPT post-graduation must set up an appointment with the International Student Advisor by *February 1<sup>st</sup>* (Spring Graduates) or *September 1<sup>st</sup>* (Fall Graduates) to begin the application as the process can take 3 or more months to be processed.