



Bucks County Community College

Application Requirements and Procedures for International Students

An international student is a citizen of a country other than the United States who is authorized to remain in the United States for a temporary period as a non-immigrant student (F-1 visa) and who intends to return to his/her home country.

Note about Visitor's B1/B2 Visas:

Please be aware that B1/B2 visa holders who arrived in the USA on or after April 12, 2002 may NOT take academic courses until such time that they receive approval for F-1 status from United States Citizenship and Immigration Services.

Applying:

To apply for admittance into Bucks County Community College and for issuance of the I-20, students must provide all of the requested documents (see Application Checklist). **All documents must be received by the established application deadlines:**

	Fall Semester (begins late August)	Spring Semester (begins mid January)	Summer Semester* (begins late May)
Deadline	July 1 st	November 1 st	April 15 th

*Transfer and Change
Status students only

Please note that **embassies will not award visas more than 120 days prior to the start of the semester, and all financial documents must be no more than six (6) months old.** Students seeking to **transfer to Bucks** should submit a completed application packet at **least three weeks prior to the start** of the semester. In all cases, please submit applications with all documents are specified on the Checklist, as incomplete applications will be returned.

Admission:

Bucks County Community College will consider for admission, foreign students who meet the criteria below:

- ✓ Student has demonstrated that they have completed secondary school (high school) level education. An original secondary school and college or university (if applicable) record/transcript with a literal translation in English must be turned in with application. Foreign transcripts must be evaluated, preferably by World Education Service. Please check with the Adult and Multicultural Student Services Office before choosing any other evaluation service because not all are acceptable. Due to federal law, please keep in mind once you turn in any documents to the College, we are unable to return them to you.
- ✓ Student has demonstrated financial support to cover expenses for one full year; at present, this amounts to \$13,900.

- ✓ Student has submitted all required documents as indicated on the application checklist.
- ✓ Student has verifiable English skills commensurate with level of credit study at BCCC. TOEFL is preferred. Only if the applicant is in the area, then Bucks County Community College Placement Test will be administered in its stead. Even with TOEFL results, all accepted students must take the Placement Tests prior to registration.

Tuition Costs:

Foreign students, by Pennsylvania law, are not considered residents; therefore, they are not eligible for state- or county-subsidized tuition. International Students will be charged the Out-of-State tuition and fees. All international students must attend both fall and spring semesters taking at least 12 credits each to maintain full-time status. Financial aid is not available to foreign students.

Financial Support/Sponsor:

Verification of financial support in the amount of \$13,900 (breakdown of costs appears below) is necessary for issuance of the I-20. To establish that the student and/or sponsor has these funds, a bank statement (personal savings or checking account) is required. If shareholdings, 401Ks, or retirement plans are used, only the amount that is liquid will be given consideration. Income statements and mortgage information can be helpful but will not be counted toward the \$13,900 requirement. Please note that:

- ✓ All financial documents must be originals, including signature of bank official or notary. Photocopies or faxed copies of bank statements are not acceptable.
- ✓ The amount required does not include travel expenses or optional summer classes.
- ✓ All financial statements must be within six (6) months of anticipated started semester.
- ✓ If you have accompanying dependents, you must provide additional funding @ \$3,000/dependent.
- ✓ You cannot expect to work or receive financial aid after you arrive.
- ✓ Non-English documents must be accompanied by an official English translation.

Cost of Living:

It is often difficult to predict the actual expenses that a student will encounter during one year. The following estimates are meant to serve as a guideline for planning your finances and serve as minimum amount necessary for an international applicant.

	2009-2010 Estimated Expenses
Minimum Tuition and Fees	\$8,400
Books and Supplies	2,000
Medical Expenses	1,000
Health Insurance	500
Personal Expenses	2,000
TOTAL	\$13,900

Processing:

Upon receipt and approval of all completed and signed documents, BCCC issues Form I-20. Overseas students must take I-20 and current passport to the nearest United States Consulate to interview for a student visa. Once approved, the student is expected to arrive at the College at least two weeks prior to, but no more than one month before (per federal guidelines), the start of classes to allow for assessment testing and registration. **A copy of the stamped and approved I-20 form must be submitted to BCCC upon arrival in the United States.**

Students applying for Change of Status must provide the same documentation, along with Form I-539 at the time of their request. **Once approved, a copy of their stamped I-20 must be submitted immediately to the College.**

Note: If you require documents be mailed an overseas address, please include a \$60 US money order or check drawn on a US bank for postage.

SEVIS Fee:

After review of all documentation and Form I-20 has been produced by the College, the student or his/her representative must pay **\$200** USD in fees to support the F nonimmigrant reporting system. This fee must be paid before the student's appointment at a local embassy, or, for those changing status, must be received before adjudication of change. Form I-901 is to be completed, either online or on paper, at the time when all documents are picked up from Bucks County Community College.

Student Responsibilities:

As part of the application process, please be aware of the responsibilities you will assume as a student attending BCCC. You will be responsible for the following:

- ✓ To enroll in the International Student Health Insurance plan by the first day of the semester or to provide proof of equal coverage
- ✓ To maintain a full-time course load (12 credits or more per semester - Fall and Spring)
- ✓ To NOT withdraw from a course without permission from the Adult and Multicultural Student Services Director
- ✓ To provide your own room and board
- ✓ To provide your own transportation to and from the College
- ✓ To NOT accept employment off-campus unless approval has been received from USCIS
- ✓ To maintain a valid passport and 1-94 card
- ✓ To notify the college of any address, major, or name changes
- ✓ To be personally responsible for keeping your status in the United States legal and current