

F-1 Non-Immigrant Checklist

See "Becoming a Non-Immigrant Student" for requirements.

Surname / Primary Name	Given Name	Date of Birth	Gender
Passport Name	Country of Citizenship	Country of Birth	
Permanent / Foreign Address	City / Town	Territory / Province	
Postal Code	Country	Foreign Telephone	
U. S. Address	City / Town	State	Postal Code
Email	U.S. Telephone	<input type="checkbox"/> INITIAL ATTENDANCE <input type="checkbox"/> TRANSFER I-20 <input type="checkbox"/> CHANGE OF VISA STATUS REQUESTED	
Rep	Start Date		

REQUIRED DOCUMENTATION FOR DETERMINATION OF ADMIT AND ISSUANCE OF FORM I-20

The Designated School Official [DSO] must have the following prior to issuing a Form I-20.

- Application for Admission
- Passport: Country _____
- Payment of Application Fee
- Payment of Registration Fee
- Proof of high school graduation*
- College transcripts* from all prior colleges attended
- Take the Mt. Sierra College Math, Writing, and Online Learning Assessments at <http://mtsierra.edu/enrollment>
- Proof of English Language proficiency [see reverse]
- Notarized statement of Financial Support** Amount _____
- US Visa _____ current status, *if currently in US*
- F-2 Dependents _____ number of dependents [see next page], *if applicable*
- Form I-539 [Change of Status], *if applicable*
- Transfer Authorization, *if applicable*

* A detailed evaluation including equivalence to a U. S. education, courses completed, grades and degrees earned, and cumulative grade point average by an MSC approved credentials evaluation service is required for all foreign. A translation is not sufficient.

** Parent/Sponsor statement specifying that tuition will be paid in advance of each term: use of form I-134 must be accompanied by a bank statement and a letter of intent by the sponsoring party. The amount required for one academic year's tuition [three quarters] and living expenses is \$35,000. Funds must be equivalent to U. S. Dollars and available to the student. If the student has dependents, the available funds must reflect the cost of their support. These documents must be submitted every academic year [three quarters].

ISSUANCE OF FORM I-20 To be completed by DSO

- I-20 ISSUED Date Accepted _____
Date Form I-20 Issued _____
Program Start Date _____
Deferred Program Start Date _____ Reason _____
I-20 Cancelled _____ Reason _____

- REGISTERED Reported to College _____
US VISA _____ Expiration Date _____
I-94 _____ Date Admitted _____

- TRANSFER Transfer Release Date _____

- I-20 NOT ISSUED Applicant did not meet I-20 requirements.

PROOF OF ENGLISH LANGUAGE PROFICIENCY

Official Documentation Required

- Test of English as a Foreign Language [TOEFL] Score _____
[minimum score: Internet-Based = 45]

- International English Language Testing System [IELTS] Score _____
[minimum score 4.0]

- Advanced Placement International English Language [APIEL] Exam Score _____
[minimum score 3]

- International Test of English Proficiency [iTEP] Score _____
[minimum score 3.0]

- Advanced English as a Second Language [ESL] Program
Institution _____ Credits/Courses Completed _____

- 18 quarter-credit hours of substantive undergraduate coursework with a cumulative grade point average of 2.0 or above
at an accredited postsecondary institution where English is the language of instruction.

F-2 DEPENDENTS

Each F-2 Dependent must receive an individual Form I-20 AFTER the F-1 I-20 is issued.

SPOUSE *attach proof of relationship*

Name _____ Date of Birth _____
Passport _____ VISA _____

DEPENDENT CHILDREN *attach birth certificate(s)*

Name _____ Date of Birth _____
*Passport _____ VISA _____
Name _____ Date of Birth _____
*Passport _____ VISA _____
Name _____ Date of Birth _____
*Passport _____ VISA _____
Name _____ Date of Birth _____
*Passport _____ VISA _____

*Note "on parent's passport" if applicable

OFFICE USE ONLY
I-20 Issued _____
I-20 Issued _____
I-20 Issued _____
I-20 Issued _____
I-20 Issued _____

NOTES