

Prospective Student:

Thank you for your interest in Colby Community College! We look forward to assisting you in your academic careers. For questions or concerns, please do not hesitate to contact a Designated School Official (DSO) in the Admissions Office.

To be considered for acceptance to Colby Community College, please complete the following checklist. English translation is *required* for all forms.

You can mail the forms to:

Colby Community College
Attn: Admissions
1255 South Range Avenue
Colby, KS 67701 USA

You can also scan in the forms and email them to:

maggie.schneider@colbycc.edu
admissions@colbycc.edu

International Student Admission Checklist

- ✓ Complete the International Student Application
- ✓ Submit completed forms to DSO:
 - ✓ Medical History Form
 - ✓ Immunization Record
 - *If the student cannot get a copy of his/her immunization record, the student will have to get a series of shots upon arrival to campus, which come at an added cost.
 - ✓ Meningococcal Form
 - ✓ TB Questionnaire
 - *TB Screening—If you answer yes to any of the questions on the TB Questionnaire, you are required to have a TB skin test done ***in the United States***. This test can be done at the local health department or at the student health office on campus (approximately \$5). If you answer yes to the BCG Vaccine question, you must have the Quantiferon Gold blood test done (approximately \$60) or the TB skin test could result in a false positive.

These forms can be found on our website

<http://www.colbycc.edu/admissions/internationals/index.html>

- ✓ Provide proof of English proficiency.
 - *Students from countries with English as their primary language are not required to provide proof of English proficiency.
 - ✓ TOEFL (school code: 6129)
 - Internet Based: minimum score 61
 - Computer Based: minimum score 173
 - ✓ ILETS
 - Minimum score 5
- PLEASE NOTE:** CCC does not have an intensive English language program. All students must take a placement exam to determine which class level they will be placed in.

- ✓ Academic Records
 - ✓ Submit a copy of official secondary school records. This must show a graduation date and grade point average. English translation is **required**.
 - ✓ If the student is transferring in college credits, an official transcript from the respective college should be sent to the registrar's office, translated to English, if necessary.
- ✓ Sponsor's Agreement

PLEASE NOTE: The sponsor is responsible for any remaining balance at the end of each semester.

A sponsor is someone financially ready to support the student with payments over the stay of two years at CCC.
- ✓ Copy of Sponsor's ID
- ✓ Financial Documentation
 - ✓ The sponsor must provide proof of funds to pay for college costs and living expenses. Students should be prepared to finance their stay in the US without help from the college.
 - ✓ Financial Documentation is a bank statement that is from the previous 3 months before the issuing an I-20.
- ✓ Copy of Student's Passport
- ✓ Copy of Placement Test Scores (SAT, ACT, ACCUPLACER), if a test was taken by the student.
- ✓ Housing
 - ✓ Before issuing an I-20, the DSO must know of housing plans. The DSO can provide further information.
 - ✓ If living on campus, please fill out the housing contract and housing questionnaire. A \$175 deposit is required.
 - ✓ More information on housing can be found here:
<http://www.colbycc.edu/admissions/tuition-fees/index.html>
- ✓ Insurance
 - ✓ A copy of the student's insurance card will be taken upon arrival.

- ✓ Below is a link to the insurance recommended by CCC. The Budget Plan covers all of the necessary requirements.
<https://www.internationalstudentinsurance.com/student-health-insurance/>
- ✓ Pay the \$150 processing fee payable in US dollars.
 - ✓ The fee can be paid online in Trojan Web, on the phone with Student Accounts (call the department at 1-785-460-4665), or through a wire transfer (the DSO can provide more information).

Additional Information

Acceptance Procedures

Once the checklist is completed and the fee has been paid, an acceptance letter and I-20 (Certificate of Eligibility) will be sent to the student. Please provide a *physical* mailing address to which DHL can deliver. Please no P.O. Boxes, only street addresses.

SEVIS Fee

The student must pay the \$200 SEVIS fee, after receiving the I-20, and take the receipt to show proof of I-901 Payment at the visa interview. *Please note that this fee is different than the \$150 processing fee required by CCC.*

Please watch the video on how to pay the fee at the following website:
<http://www.ice.gov/sevis/i901>

In 2004, Congress mandated all international students and exchange visitors must pay the SEVIS I-901 fee of \$200, which funds the Student and Exchange Visitor Program (SEVP) and SEVIS. This fee is separate from visa fees and school SEVIS administration fees.

A narrated video tutorial, available on Study in the States, walks students and exchange visitors through the steps of paying the I-901 SEVIS fee by payment in U.S. dollars by credit card on fmjfee.com, or by check, money order or bank draft. The tutorial also provides stakeholders with important information regarding their application status, and the ability to print their I-901 SEVIS fee payment receipt.

Effective July 31, 2013, the Student and Exchange Visitor Program (SEVP) will no longer mail I-797C receipts. The payment confirmation that can be printed from the FMJFEE website will replace the I-797C mailed receipt. The payment confirmation can be printed anytime at "Check I-901 Status / Print Payment Confirmation". After entering your SEVIS ID, Last Name, and Date of Birth you will be able to print your payment confirmation.

Passports and Visas

To study in the US, you must obtain a passport from your government and a visa from the US Embassy. Students coming to the US should apply for an F-1 visa, which is an academic visa granted only upon presentation of I-20. Students from Canada only need to take the important documents to the port of entry, they do not need to setup an interview with the Embassy.

Documents Needed for Visa Interview

- Valid Passport
- I-20
- Evidence of acceptance to CCC (acceptance letter)
- Evidence of finances (bank statement/financial documentation)
- SEVIS fee receipt
- Other documentation required by the student's embassy/consulate – check their web site.

Documents Needed for Entry into the United States

- Valid Passport
- I-20
- F-1 Visa

Travel to Colby

Colby Community College is located in the northwest corner of Kansas. We are approximately 50 miles from both the Colorado and Nebraska borders. Denver, Colorado is 235 miles west of Colby and is the nearest metropolitan city. Many students take a flight to Denver International Airport. The college schedules bus trips to and from Denver at the beginning and end of each semester. Please coordinate flights with the bus pickup schedule, or it will be your responsibility for travel plans to Colby.