



North Hennepin  
Community College

## North Hennepin Community College International Students (F-1 Visa Applicants Only) Application for Admission

We are glad you are interested in North Hennepin Community College! Our college's mission is *Engaging Students, changing lives*. NHCC welcomes applications from students around the world.

**International applicants are students who are currently on or planning to apply for an F-1 visa.**

### Application Deadlines:

Semester	Application Deadline: New F-1 Applicants	Application Deadline: Transfer F-1 applicants attending U.S. institution in active status
Fall (August)	May 1	July 1
Spring (January)	October 1	December 1

**ALL application material must be received by the application deadline. Submit all documents together.**

### F-1 International Student Application Checklist:

- \_\_\_\_\_ **1. Application with \$20 application fee:** Apply online or by completing pages 3-4 of this packet. The student must complete and sign the application. Submit the \$20 USD application fee (non-refundable) with your application. The application fee can be paid online, by mail via check from a U.S. bank or international money order, or on-campus by cash, check, or credit card.
- \_\_\_\_\_ **2. F-1 Student Contract:** Complete and sign NHCC's F-1 student contract. The contract lists important information which F-1 visa students are responsible for understanding and following.
- \_\_\_\_\_ **3. Immigration Documents:** Submit copies of the following immigration documents:
  - Passport (needed for all applicants)
  - Visa, I-94 record and current form I-20 (only for applicants currently inside USA)
    - Access I-94 record at <https://i94.cbp.dhs.gov>.
- \_\_\_\_\_ **4. Proof of English Proficiency:** Proof of English language proficiency is required from *ALL* international applicants, regardless of their country of origin. Test score reports for language proficiency should be sent by the testing center to NHCC. Photocopies are not accepted.  
*Please see the next page for options for providing proof of English proficiency.*
- \_\_\_\_\_ **5. Academic Records:** Completion of a high school diploma (or equivalent) is required for all applicants. *You must provide the original or a certified official copy of your academic records (transcripts or diploma) from all previous secondary (high school) and colleges or universities attended.* If testing (WAEC/WASSCE, Cambridge, or GCE) was completed as proof of high school graduation, official results must be submitted to NHCC. Academic records must be in English or professionally translated (English and original version). Original paper copies are required and scanned or photocopied academic records will not be accepted.
- \_\_\_\_\_ **6. Financial Documentation:** A student's sponsor(s) must submit NHCC's financial certificate (final page of this application packet) and original bank statements demonstrating \$20,768 in available funding. Bank statements cannot be more than three months old at time of submission.

*Please see the next page for details about required documents of financial sponsorship.*



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### Proof of English Proficiency:

All international applicants must submit proof of English proficiency through one of the following ways. Proof of English proficiency is required of all applicants and is required before acceptance to NHCC.

- TOEFL:** Score of 500 (paper/pencil) or 61 (iBT) or higher with 12+ on each individual section. NHCC's School Identification Number is **6498**. [www.ets.org/toefl](http://www.ets.org/toefl)
- IELTS:** Score of 5.0 or higher. [www.ielts.org](http://www.ielts.org)
- Michigan Test (MELAB):** Score of 75 or higher. [www.cambridgemichigan.org/melab](http://www.cambridgemichigan.org/melab)
- ACCUPLACER:** Applicants in the U.S. may take the ACCUPLACER ESOL assessment at NHCC. Score placement results must be at or above NHCC's ESOL 0800 level in each section. [www.nhcc.edu/accuplacer](http://www.nhcc.edu/accuplacer)
- English Composition Course Completion:** Completion of college-level English course at an accredited United States college or university with a grade of C or higher.
- ELS Language Center:** Completion of Intensive Level 109 at ELS Center. [www.els.edu](http://www.els.edu)
- Global Language Institute:** Completion of Mastering or Accelerated Level. [www.gli.edu](http://www.gli.edu)

**Financial Documentation:** *Sponsors must submit all financial documentation indicated below.*

#### Required of all sponsors:

- NHCC Financial Certificate:** This is the final page of this application packet. Sponsors must have this form notarized. It confirms the sponsor will fund the student's education.
- Certified Bank Statement:** Sponsors must submit a certified bank statement showing the amount they will provide in sponsorship. A combined total of \$20,768 is required for all applicants, regardless of their anticipated living arrangements. Bank statements must be **original**, less than three months old, and certified by a bank official as being original.

#### Strongly suggested for sponsors who are United States citizens or permanent residents

- Form I-134:** Sponsors who are U.S. citizens or permanent residents should complete an affidavit of support, found at [www.uscis.gov/i-134](http://www.uscis.gov/i-134), with the documents listed above.

*Send all materials by mail to:*  
**Admissions & Outreach Office**  
**North Hennepin Community College**  
**7411 85<sup>th</sup> Avenue North**  
**Brooklyn Park, MN 55445 USA**

If you have questions, e-mail [international@nhcc.edu](mailto:international@nhcc.edu) or call 763-424-0724.





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## FAMILY DATA

**Dependents (If Applicable):** List dependent spouse and children who are seeking entry into the U.S on an F-2 visa. Attach additional paper if more space is needed.

_____	_____	_____	_____
Name (Family/Surname, First)	Date of Birth	Country of Birth	Relationship to Student
_____	_____	_____	_____
Name (Family/Surname, First)	Date of Birth	Country of Birth	Relationship to Student

## EMERGENCY CONTACT

_____	_____	_____
Name (Family/Surname, First)	Date of Birth	Country of Residence
_____	_____	_____
Email Address	Relationship to Student	Phone Number (if in the U.S.)

## CONFIDENTIAL INFORMATION

The following information is used for reporting and compliance purposes only. While providing this information is voluntary, it facilitates processes related to your enrollment.

**Are you Hispanic or Latino?**  Yes  No

(A person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American or other Spanish culture, regardless of race)

**Race and ethnic background - Please select all that apply:**

- American Indian or Alaska Native (A person having origins in any of the original peoples of North & South America)
- Asian (A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent)
- Black or African American (A person having origins in any of the black racial groups of Africa)
- Native Hawaiian or Pacific Islander (A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other)
- White (A person having origins in any of the ordinal peoples of Europe, the Middle East or North Africa)

## Signature

By signing this application, I certify that the information I have provided on this application form and in all other admission application materials is complete, accurate and true to the best of my knowledge. I also certify that I have reviewed and agree to all of the terms listed on the F-1 Student Contract.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### Access to Student Records

The college will not permit access to or the release of personally identifiable information contained in student educational records without the written consent of the student to any third party, except as authorized by the MGDPA and FERPA or other applicable law. A copy of the Release of Private Educational Data form is available in Student Services offices, academic areas, and at the college Information Center. A written consent is valid if it: 1) specifies the records that may be disclosed; 2) states the purpose of the disclosure; 3) identifies the person(s) to whom the disclosure may be made; and 4) is signed and dated by the student. If the release is for disclosure to an insurer or its representative, the release must also include an expiration date no later than one year from the original authorization, or two years for a life insurance application. If the student requests, the school shall provide him or her with a copy of the records released pursuant to the informed consent.



# North Hennepin Community College International Students (F-1 Visa Applicants Only) Application for Admission

## F-1 CONTRACT

Please read the following information, initial each line, and sign for agreement. By initialing and signing, you are taking responsibility for being aware of and complying with F-1 visa regulations while a student at NHCC.

**1. As an F-1 visa holder, you are required by the United States government to enroll in 12 or more credits every fall and spring semester.** 12 credits is minimum full-time enrollment. Summer semester is optional.

\_\_\_\_\_ **Applicant Initial Here**

**2. Before registering for classes (and annually each August) you will be required to purchase mandatory medical insurance through NHCC, which is estimated at \$1,400/year.** Insurance coverage from another policy will not waive this requirement. You will not be able to register for NHCC classes until insurance is paid in full. This cost is noted in the financial certificate that is part of this application packet.

\_\_\_\_\_ **Applicant Initial Here**

**3. You may not be employed off-campus without explicit permission from the United States government.** F-1 visa holders are prohibited from working outside of the school without first receiving employment authorization by the federal government. You are not eligible for this authorization during your first academic year as a student and cannot rely on approval as a funding source. You are eligible to find student worker employment on-campus at NHCC, but work opportunities are limited.

\_\_\_\_\_ **Applicant Initial Here**

**4. You are required to pay tuition each semester.** Currently, tuition and fees are \$181.98 per credit. 12 credits = \$2,184 per semester (fall and spring semester enrollment is required). Payment plans are available. Students must account for textbooks, supplies, and all living expenses in addition to tuition/fees.

\_\_\_\_\_ **Applicant Initial Here**

**5. You must maintain consistent communication with your International Student Advisor.** Inform your advisor when your address or phone number change and meet with your advisor regarding your academic program, employment status, and course selection. Your Advisors are your advocates and want you to succeed.

\_\_\_\_\_ **Applicant Initial Here**

I certify that the information I have provided on this application form is complete, accurate, and true to the best of my knowledge. I have read and agree to follow the terms of the above contract. By signing below, I am also acknowledging that no false representation of information has knowingly been made by me or on my behalf.

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**Applicant's Signature**

**Date**



## North Hennepin Community College International Students (F-1 Visa Applicants Only) Application for Admission

### Financial Certificate

International applicants must provide evidence of financial support to pay for one full year of total expenses, including tuition/fees, books, supplies, medical insurance, and living expenses. Admission to NHCC will not be granted until this form is completed, per United States government regulations.

*Each sponsor must submit a Financial Certificate with original bank statements.*

Tuition/Fees (\$182 per credit x 24 credits)	\$ 4,368
Books and Supplies	\$ 1,000
MnSCU Medical Insurance (per year)	\$ 1,400
Living Expenses	\$14,000
<b>TOTAL*</b>	<b>\$20,768*</b>

\* Students with dependents must add \$3,500 for a spouse and/or \$2,500 for each child.

**Applicant's Name:** \_\_\_\_\_

<b>Source of Funds:</b> Check (X) all that apply below	<b>Required Supporting Documentation</b>	<b>List Sponsorship Amount (in USD)</b>
<input type="checkbox"/> Sponsor Name _____ Relationship _____	Original Bank Statement (all sponsors) and Form I-134 Affidavit of Support (for U.S. citizen or resident sponsors)	\$ _____
<input type="checkbox"/> Self-Sponsor (Applicant)	Original Bank Statement	\$ _____
<input type="checkbox"/> Government Sponsorship	Signed Award Letter	\$ _____
<input type="checkbox"/> Scholarship	Signed Award Letter	\$ _____
<b>TOTAL FUNDS</b>	<b>Must Equal At Least \$20,768</b>	\$ _____

I have reviewed information provided by the applicant named on this form and funds are available to support their education.

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<b>Sponsor's Name (print)</b>	<b>Sponsor's Signature</b>	<b>Date</b>
<b>Signature of Notary*</b>	<b>Notary Seal</b>	<b>Notary Commission Expiration</b>

***\*Notary signature is required in order to this form to be considered valid. Form must be submitted in person or by mail with the sponsor's original signature and the original notary signature and stamp.***