



International Undergraduate Student Enrollment Checklist

This checklist will simplify and organize the application process. Please refer to other admissions documents, such as the budget, and any correspondence with the Admissions Office for further details on items listed below.

REQUIRED ITEMS

The Citadel must receive all documentation before an international student is considered for admission.

- ☐ **Application for Admission**
 - Choose "No" to **Are you a U.S. citizen?**
 - Choose "Student Visa, Non-Citizen" for **Citizenship Status**
- ☐ **Official Transcripts**

Submit official high school (secondary school) transcripts. Transcripts must be translated into English using an agency such as WES. If college coursework from a foreign institution has been completed, official college transcripts must be sent directly from the institution. All documents must be translated and certified in English. Students who have completed college-level credit from an institution outside of the United States must have the credit evaluated by WES.
- ☐ **Language Test Scores**

All international applicants are required to submit an English Proficiency Exam unless you reside in a country where English is the ONLY official language. Exam results must be less than two years old. International students transferring from a U.S. College: The English proficiency requirement can be waived if you earned English credit at an appropriate level with a grade of B or better from an accredited US two-year or four-year college or university. Required minimum scores:

 - TOEFL iBT exams – 69
 - IELTS – minimum 6.0 overall score with all sub scores of 5.5 or above
 - Duolingo English Test (DET) – 95 overall score
 - PTE – 48 overall score
- ☐ **Undergraduate International Immigration Supplement Form**

Complete the form, including all required documents.

 - Official Certification of Finances.
 - Supporting Documents (bank statements). You must have current, certified bank statements (dated within 45 days of your application date) that substantiate the claims of financial responsibility made on the Certification of Finances by yourself, family and/or sponsor.
- ☐ **Upload Copy of Passport**

The I-20 needs to match your passport/ID exactly.

SECURING FINAL ACCEPTANCE

If you meet all admission requirements, your provisional acceptance packet and I-20 will be emailed to you.

To receive a final acceptance, the following items are required.

- ☐ **Pay Enrollment Deposit of \$300**

Instructions to pay are provided in your provisional acceptance packet.
- ☐ **Receive I-20**

The I-20 is a very important document. Be sure to safeguard it; do not lose or misplace this as you will need to carry the original I-20 when traveling.
- ☐ **Complete Medical Clearance**

Instructions will be emailed to you after the enrollment deposit is paid. All international students are required to obtain **US health insurance coverage**. Policy must be in effect before matriculation.
- ☐ **Submit Final High School Transcripts**
- ☐ **Complete the I-901 Form**

The form requires a \$350 processing fee.
- ☐ **Apply for F-1 Student Visa**

Contact your home country U.S. Consulate.

MATRICULATION

Only Final Accepted Students

If you have received an email with your final acceptance letter the following tasks are required.

- ☐ **Complete Online Orientation**
- ☐ **Read Success Packet**

Includes packing list.
- ☐ **Attend International Student Orientation**

One week prior to Matriculation.
- ☐ **Meet with The Citadel's International Advisor**