

INTERNATIONAL STUDENT ADMISSIONS CHECKLIST



This checklist is intended for students seeking one of the following:

- Seeking admission as an F-1 student
- Transferring as an F-1 student
- Changing your status to an F-1 student visa. **Ivy Tech does not assist with filing the U.S. Citizenship and Immigration Services (USCIS) form I-539 to change status. Please refer to the list of attorneys from the American Immigration Lawyers Association website: [AILA](#).*

Contact Us

888 (IVY-LINE) • iss@ivytech.edu



When submitting documents, please make sure to list your first and last name, date of birth, and the email you used to apply.

For admission to Ivy Tech Community College as an F-1 student, please submit the following requirements to iss@ivytech.edu:

1. [Online admissions application](#)
2. Passport scan. **If you are applying as a transfer F-1 student, please submit your current I-20, F-1 visa, and I-94.**
3. Transcripts
 - [Foreign transcripts](#) must be evaluated through [naces.org](https://nces.org). Evaluation report must be sent directly from the evaluation company to Ivy Tech *electronically*.
4. Financial documents (For a list of tuition and fees, please click: [Estimated Annual Expenses](#)).
 - **\$30,563** USD or equivalent in your country's currency. If you have a sponsor, please submit an [affidavit of support](#). Submit financial statements with the affidavit of support.
 - **\$16,211** USD if you have a sponsor for free room and board along with an affidavit of [free room and board](#).
 - You will need to show an additional **\$5,000.00** USD for each dependent. You will need to submit a copy of your marriage certificate (if adding a spouse) or birth certificate (if adding a child). If this document is not in English, a certified translator must translate it. You will need to submit a [dependent information form](#) and a copy of each dependent's passport.

5. English Proficiency

Accepted test & scores:

- **TOEFL (iBT):** 61 within the last 2 years (school code 1311)
- **IELTS:** 6.5 within the last 2 years
- **MET:** 52 in the 4-skill test within the last 2 years
- **ACT:** 17 in English & 18 in Reading within the last 4 years
- **SAT:** 25 in Reading & 27 in Writing within the last 4 years

English proficiency waived if:

- A citizen of a country where English is the official language as listed on the CIA website: cia.gov/the-world-factbook
- Certificate of completion from an SEVP certified Language Training Program
- U.S. high school graduate within the last 4 years
- U.S. high school grade point average 2.6 out of 4.0 after four completed semesters
- Completion of an English composition course with a C or higher from a regionally accredited U.S. college/university
- Associate degree or higher from an accredited U.S. college/university



Document
Deadlines

For applicants outside the U.S.

Fall semester: May 1
Spring semester: November 1
Summer semester: March 1

For transfer students within the U.S.

Fall semester: July 1
Spring semester: December 1
Summer semester: May 1