

TRANSFER INTERNATIONAL STUDENT CHECKLIST

THIS APPLIES TO YOU IF YOU ARE

- Studying or have studied at a U.S. English Language Training program, secondary, or post-secondary institution within the past five months
- Inside or outside the U.S.

Ivy Tech accepts SEVIS records in Termination status, but Ivy Tech does not assist with filing [Form I-539](https://uscis.gov/i-539) (uscis.gov/i-539) to reinstate student status. Please refer to the enclosed list of American Immigration Lawyers Association attorneys and their respective areas of practice so that you have a basis for selecting which attorney might be best for your reinstatement needs.

TO BE ADMITTED TO IVY TECH FOR A FORTHCOMING SEMESTER AS AN F-1 STUDENT, THE FOLLOWING ARE YOUR REQUIREMENTS:

1. International Student Paper Application or [apply online](https://ivytech.edu/applynow) (ivytech.edu/applynow) for free
2. Personal Information Form
3. Scan a copy of the visa
4. Scan a copy of the passport
5. Scan a copy of the I-94
6. Supply the necessary financial documents:
 - You need \$19,500 (\$25,350 for summer starts only) in American dollars or the equivalent in your country's currency (or \$10,000 if the sponsor is providing free room and board. You must also complete and submit a notarized Affidavit for Free Room and Board.) You will need an additional \$5,000 for each dependent spouse and/or child.
 - Your documents must be in the English language or have clear translations into English on the documents.
 - Your bank documents must be no more than 30 days old.
 - Your bank documents do not have to be in your name. You can be sponsored by family members, but you cannot be sponsored by another F-1 international student. If sponsored by a family member, please provide proof of the relationship.
7. Supply a transcript from your most recently attended U.S. English Language Training program, secondary, or post-secondary institution.

(If you would like transfer credit, please have an official transcript sent to: Registrar, Ivy Tech Community College, 50 W. Fall Creek Parkway, North Drive Indianapolis, IN 46208.)

 - If you are transferring from an U.S. English Language Training program you must supply an evaluation of your foreign high school or college transcript, sent directly from a NACES (naces.org) member.
 - Applicants requesting consideration for any international post-secondary education should request the "course by course" evaluation option.

8. Meet English proficiency. Accepted tests and scores are:

- TOEFL (iBT) = 61 Internet-based
- TOEFL (PBT) = 500 Paper-based Test
- IELTS = 6.5
- MELAB = 77
- ACT = 17 in English, 18 in Reading (within the last four years)
- New SAT = 25 Reading, 27 Writing (within the last four years)

English proficiency waived if:

- A citizen of a country where English is the official language, as listed on the CIA website.
- Certificate of Completion from a U.S. Language Training Program.
- U.S. high school GPA of 2.6 (out of 4.0) after six completed semesters or U.S. high school graduate within the last four years.
- Completed standard freshman English, with a grade of C or higher, from a U.S. post-secondary institution.
- Associate degree or higher from an accredited U.S. post-secondary institution.

Deadlines:

For applicants inside the U.S. – please contact International Student Services for more information.

- **Fall Semester:** All documents must be submitted by **July 1**.
- **Spring Semester:** All documents must be submitted by **December 1**.
- **Summer Semester:** All documents must be submitted by **May 1**.

For more information: International Student Services, Ivy Tech Community College
50 W. Fall Creek Parkway, North Drive Indianapolis, IN 46208 in-internastuadv@ivytech.edu



*Orientation
Updated 2/2018*



Estimated Annual Expenses for an Associate Degree 2017-18

Fall 2017, spring 2018 starters (Based on a nine-month academic year)

F-1 international students are not eligible to receive any state or federal financial aid.

Below are the estimated expenses for a single student, exclusive of holidays, vacations, or other travel expenses based on current economic standards. Personal lifestyle choices may increase cost considerably.

Tuition* for two (2) semesters	\$7,012.00
Based on 13 credits per semester at a cost of \$269.69 per credit hour	
Fees	
1. Technology fee of \$60 per semester	\$120.00
2. International Student Fee, \$120 per semester	\$240.00
Living Expenses for nine (9) months:	\$9,568.00
Housing, rent, food, transportation, and other living expenses	
Books & Supplies**	\$1,390.00
Health Insurance (annual premium)	\$1,174.00
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Estimated TOTAL Expenses	\$19,504.00

*Tuition and fee estimates are based on a course-load of 13 credits for both the fall and spring semesters. Tuition expenditures may vary depending on program of study, level of study, and number of credit hours. Students registering for summer term will incur additional tuition and fee expenses. The College reserves the right to increase fees at any time without prior notification. F-1 students must carry a full course of study (12 credits/semester) to maintain their status. Fees are subject to change without notice.

**The cost of books and supplies varies by program and course. Estimated expenses do not reflect fees associated with distance education courses (the College charges a \$20 per credit hour distance education fee for Internet-based distance education courses).

You will need an additional \$5,0000 for each dependent spouse and/or child

Student with spouse and/or child(ren) must purchase health insurance from the appropriate category below (annual premium):

Health insurance for student + spouse (Mandatory)	\$2,348.00
Health insurance for student + eligible child(ren) (Mandatory)	\$2,348.00
Health insurance for student + spouse + eligible Child(ren) (Mandatory)	\$3,522.00+

PERSONAL INFORMATION FORM

Last (Family) Name: _____ First (Given) Name: _____

Date of Birth (Month/Day/Year): _____ Male / Female: _____

Country of Birth: _____ Country of Citizenship: _____

U.S. Address (if known): _____

International Telephone Number: _____

U.S. Telephone Number (if known): _____

Permanent International Address: _____

DEPENDENT INFORMATION (Family Members Listed on your I-20 Form) if you are not bringing family members with you to the U.S., leave this information blank.

1. Last Name: _____ First Name: _____

Date of Birth (Month/Day/Year): _____

Spouse _____ Son _____ Daughter _____

2. Last Name: _____ First Name: _____

Date of Birth (Month/Day/Year): _____

Spouse _____ Son _____ Daughter _____

3. Last Name: _____ First Name: _____

Date of Birth (Month/Day/Year): _____

Spouse _____ Son _____ Daughter _____

4. Last Name: _____ First Name: _____

Date of Birth (Month/Day/Year): _____

Spouse _____ Son _____ Daughter _____

AFFIDAVIT OF FREE ROOM AND BOARD

TO BE COMPLETED ONLY BY A PERSON WHO OWNS OR RENTS THE PROPERTY

I hereby affirm that I own, rent or lease the property described below and that I will make it available without charge and without services in-lieu of payment to the student named for the duration of his/her studies at Ivy Tech Community College.

Name of Student: _____

Address, including room or apartment, number of residence offered to the student:

Relationship of sponsor to student: _____

How many rooms are in the house or apartment?: _____

How much space will be reserved for the exclusive use of the student?: _____

Does the sponsor live at the address listed above?: _____

Does the sponsor ____ own or ____ lease the property being offered?

All questions above must be answered. This affidavit must be sent with a photocopy of a lease or deed in the sponsor's name.

AFFIRMATION OR OATH

I hereby affirm or swear that contents of the above statement are true and correct. I agree not to require any services from the student in return for the promised support and understand that it would be a serious violation of the law to require domestic work, child care, or any other kinds of service.

Signature of Sponsor: _____

Name of sponsor, printed: _____

SWORN AND SUBSCRIBED BEFORE ME THIS _____ OF _____

Signature of Notary: _____ {SEAL}

AFFIDAVIT OF SUPPORT

I hereby attest that I will provide no less than \$_____ (USD) for each year of study at Ivy Tech Community College

Name of student: _____

Person(s) providing support: _____

Self

Family _____

Name

Relationship

Other: _____

Name

Relationship

Full address of the person providing support:

Address: _____

Telephone: _____

Email: _____

AFFIRMATION OR OATH

I hereby affirm or swear that contents of the above statement are true and correct. I agree not to require any services from the student in return for the promised support and understand that it would be a serious violation of the law to require domestic work, child care, or any other kinds of service.

Signature of sponsor: _____

Name of sponsor, printed: _____

SWORN AND SUBSCRIBED BEFORE ME THIS _____ OF _____ 20 _____

Signature of Notary: _____

{SEAL}

American Immigration Lawyers Association (AILA)

INDIANA CHAPTER – May 2017

For Use by Students and Scholars at Indiana Colleges and Universities

This list is maintained by Lewis Kappes, Attorneys At Law, as a courtesy to NAFSA: Association of International Educators. This list is intended for use by students, scholars, and their families at Indiana colleges and universities. Indiana AILA chapter members whose practice areas are applicable to this unique population self-select to be included on this list, effective May 2017. AILA attorneys may also be found using the free AILA.org locator service. AILA.org referrals are free of charge; resulting consultations are subject to consultation fees. The service is located on the AILA website at: aila.org

MEMBER CONTACT INFORMATION		PRACTICE AREAS
Angela D. Adams Adams Immigration Law, LLC 11550 N. Meridian Street, Suite 225 Carmel, IN 46032	angela@adamsimmigration.com Phone: (317) 967-6000 Fax: (317) 967-6001 https://adamsimmigration.com	1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19
Ira Azulay Ira Azulay/Immigration Attorneys, LLP 300 W. Adams Street, Suite 500 Chicago, IL 60606	Phone: (312) 661-9100 Fax: (312) 661-9021 x8939 iazulay@immattyllp.com www.immattyllp.com	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19
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Christen Christian Immigrants' and Language Rights Center Indiana Legal Services, Inc. 151 N. Delaware Street, Ste. 1800 Indianapolis, IN 46204	Intake line: 1-866-964-2138 General Line: (317) 631-9410 General Fax: (317) 631-9775 llrc.Hotline@ilsa.net www.indianalegalservices.org	1, 2, 4, 6, 7, 8, 10, 13, 14, 15, 16, 17, 18, 19
Alan Culwell Abogado Culwell Legal LLC 11988 Fishers Crossing Drive, Suite 200 Fishers, IN 46038	(317) 567-0000 Office (317) 324-3962 Fax Email: alc@alanculwell.com Website: www.culwell-legal.com	2, 3, 7, 8, 10, 13, 16, 17, 18
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Refer to the following chart for areas of practice:

1. Business & Employment Immigration
2. Family Immigration
3. General
4. Nonimmigrant Visas
5. F-1 Student Reinstatement
6. Nonimmigrant Status Changes
7. Removal/Deportation Defense and Extensions
8. ICE Holds - Immigration Detention
9. Criminal Matters
10. Naturalization/Citizenship
11. Extraordinary & Outstanding Petitions
12. 212(e) Waivers
13. Asylum
14. Human Trafficking
15. Violence Against Women
16. U Visas
17. Deferred Action (DACA)
18. Waivers of Inadmissibility
19. Matters related to 2017
Executive Orders