



International Admission Packet



Admission Information for International Student Applicants

Williston State College Enrollment Services
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www.willistonstate.edu

Welcome!

Thank you for your interest in studying at Williston State College! Williston State College (WSC) is a public two-year college located in Williston, North Dakota. Williston is the nation's fastest-growing micropolitan city in the United States for the past three years, and boasts small-town values with big city opportunities. North Dakota boasts scenery, wildlife, and the geographical center of North America.

In the Fall of 2015, WSC had...

- 1,038 students enrolled
- 65 international students enrolled
- 94 international student applications

Williston State College's mission is to provide accessible, affordable, life changing and life-long educational pathways to residents of North Dakota, the Upper Plains, and beyond. We are committed to student excellence. We embrace quality student experiences, open communication, and actionable data that enrich personal relationships among our college, faculty and students. We believe that people make the difference; that the college is the heart of the communities we serve; that our facilities are a needed, neutral, and central community space; and that our faculty and staff serve multiple and diverse needs in a global environment. We strive for a strong student presence on-campus, expanded offerings, fiscal sustainability, modern facilities, current technologies, and continuous improvement as a result of both our master and strategic plans.

We welcome you to join us on campus!

The academic calendar consists of two 16-week semesters and a summer session; international applicants are able to begin studies either in August or in January.

Deadlines

Applicants for Fall semester should:

- Have applications submitted by July 15th
- Have all admission documents submitted by August 1st
- I-20s must be issued prior to August 15th

Applicants for Spring semester (January) should:

- Have applications submitted by December 1st
- Have all admission documents submitted by December 15th
- I-20s must be issued prior to January 1st

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Who is an international student?

Any individual who is not a US Citizen or Permanent Resident is considered an international student for admission purposes.

Visa Types

A visa is a permit placed in your passport through a US Embassy or Consulate authorizing you to travel to the United States. There are many different types of visas, and not all visas are eligible for study in the United States. Each visa category is accompanied by set regulations as determined by the US Department of Homeland Security (USDHS). Williston State College is authorized under Federal law to enroll qualifying nonimmigrant students.

F-1 Visa

WSC offers a program that meets requirements for the F-1 student visa. This program is titled “Liberal Arts-Transfer,” which allows students to earn an Associate of Arts or Associate of Science degree. F-1 students are then eligible to transfer to a four-year institution in the United States upon completion of the Associate degree.

M-1 Visa

WSC offers several programs that meet requirements for the M-1 student visa. These programs include:

- Accounting
- Agriculture
- Business Management
- Interdisciplinary Studies
- Information Technology
- Massage Therapy
- Medical Coding
- Medical Editing
- Mental Health/Addiction Technician
- Nursing
- Petroleum Production Technology
- Speech Language Pathology Assistant
- Transportation Technician Technology
- Welding Technology

Upon completion of an Associate of Applied Science Degree or Certificate program, M-1 students are not able to transfer to a four-year

school in the US and must return to their home country. **Aliens may not change status in the U.S. from M-1 student to F-1 student.**

Students applying for an M-1 visa will be eligible for one year of study. If the student is pursuing an AAS degree, after the one year of study, the student must complete a form I-539 for an extension. The accompanying fee is \$290. This additional form and fee are the responsibility of the student.

Other Visa Types

There are numerous other visa types. Some visa categories allow a person to attend school, while others do not. If you are currently in the United States on a visa other than F-1 or M-1, contact the Enrollment Services office to see if your visa type makes you eligible to study.

Canadians

Canadian citizens may enter the United States as students with the I-20 form and a copy of their financial resources documents. Canadians are not required to visit an Embassy or Consulate, and do not need a visa for studies.

Out of Status Reinstatements

Nonimmigrants who are out-of-status are encouraged to return to their home country and complete the admission process from there in pursuit of an F-1 or M-1 visa. WSC does not support reinstatements.

Permanent Residents

Permanent residents are not considered international students, and do not require international admission documents. Permanent residents will be asked to provide a copy, front and back, of their permanent residency card.

Applying for Admission

International students may apply up to one year in advance for admission. If your application materials arrive too late for the semester indicated on your application, you will be asked to choose a future semester.

Applications are processed in the order in which they are received. Please allow one week for processing,

International applicants are encouraged to apply as early as possible to allow adequate time for mailing delays, obtaining a visa, and making travel arrangements. Please know a visa appointment wait time may be as many as 30 days.

International students need the following admission documents:

- Application for Admission
- \$35 USD Application Fee
- Official, evaluated High School Transcripts
- Official Placement Scores
- Official, evaluated Post-Secondary transcripts, if applicable
- Proof of English Language Proficiency
- Documentation of 2 MMR vaccinations
- I-20 Application Form / Financial Certification
- Photocopy of Personal Information Page from Passport

Application for Admission

Use the online application and submit directly to Williston State College. Link: www.willistonstate.edu/apply

\$35 Application Fee

If you didn't already pay your application fee online when you submitted your application, you may call Enrollment Services at +1-888-863-9455 ext. 4210 with your credit card information. You may also pay by a U.S. check

or money order. Make the check or money order payable to Williston State College and note the applicant's full legal name as it appears on driver's license/passport.

Credit card payments are also acceptable. Please pay online here: <http://ow.ly/x3pol>.

Evaluated High School Transcript

Students who attended a high school outside of the United States must submit an official evaluation of their high school transcript. Williston State requires a document-by-document evaluation of transcripts to be performed. (WES.org is recommended. A list of other approved evaluators can be obtained from the Enrollment Services Office.)

Transcripts sent to Williston State College from the student are not considered official and will not be used to make an admission decision.

For more information, please refer to the section on Transcript Evaluations.

Official Placement Scores

Official placement scores are required of all degree-seeking students, both international and domestic. If you have taken an ACT or SAT exam, those scores can be ordered online as follows:

ACT: www.act.org

SAT: www.collegeboard.org

If neither ACT nor SAT have been taken, please contact the Enrollment Services Office. Students are not able to register for any courses without official placement scores on file.

Evaluated Post-Secondary Transcripts (If Applicable)

Students transferring from a university outside of the United States must submit an official transcript from the institution reflecting all courses attempted and grades received; in

addition to a professional course-by-course evaluation completed by World Education Services (WES). The transcript must be sent to Williston State directly from WES.

For more information, please see the section on Transcript Evaluations.

Proof of English Language Proficiency

All international applicants must demonstrate proof of English proficiency. The only exceptions are for students from Canada, the United Kingdom, and Australia.

Most students schedule a TOEFL exam to demonstrate proof of English Language Proficiency. Students taking the TOEFL must achieve a minimum score of 65 on the internet-based test (iBT) for admission purposes. To find a TOEFL exam closest to you, please visit: <http://www.ets.org/bin/getprogram.cgi?test=TOEFL>. TOEFL test results must be received directly from the testing center; copies are not acceptable.

Please contact the Enrollment Services office for a list of acceptable demonstration of proficiency.

Documentation of 2 MMR Vaccinations

All students interested in attending on-campus courses are required to provide proof of having received two doses of Measles, Mumps, & Rubella. These vaccinations must be completed prior to arriving at WSC.

I-20 Application Form / Financial Certification

Studies under a student visa require students to produce reliable documentation that they have financial resources adequate to meet expenses while studying at Williston State College. Form can be obtained from Enrollment Services, and must be accompanied by appropriate documentation.

Photocopy of Passport

Photocopy of the page containing your personal information from your Passport. This information will be used to create your Form I-20.

Applying for Housing

On-campus housing is available, but extremely limited. If you are interested in applying for housing at WSC, it is encouraged you submit an application for housing at least 4 months prior to the start of the semester. On-campus housing is not guaranteed, and must be arranged by applicants separate from the admission process. Applications for housing can be found at willistonstate.edu>Future Students> Life on Campus.

Those interested in living off-campus will be required to report their address to the admission office upon arrival. Please be aware off-campus housing costs may be significantly higher than on-campus housing costs.

Arranging Transportation

Williston State College Enrollment Services is not responsible for arranging international or domestic student transportation prior to studies or for the duration of studies at Williston State College. Students are required to provide their own transportation. For information on local bus lines, train lines, and planes, please contact Enrollment Services. We will be happy to provide information on resources.

International student athletes are encouraged to check with their coach with questions on transportation.

Transcript Evaluations

Enrollment Services requires post-secondary transcripts to be received from all schools previously attended. All international

credentials must be evaluated by an approved evaluation service.

Secondary transcripts will be required for all students with fewer than 24 transferrable post-secondary credits. Excluding Canadian high school credentials, all international credentials must be evaluated by an approved evaluation service.

Students are responsible for submitting proper documentation to an approved evaluation service and are responsible for all evaluation fees.

Span Tran

Span Tran is an approved evaluation service for admission purposes with Williston State College. Students may apply online or via paper using WSC's tailored application at www.spantran.com.

All international secondary credentials will require a General Evaluation. All post-secondary international credentials will require a divisional course analysis.

When students apply through Span Tran, they have two options for submitting credentials:

1. Students may have their home country submit credentials directly to Span Tran for evaluation. This can be a timely process, so please accommodate a reasonable amount of time.
2. Students may have Span Tran perform a verification of credentials. In this situation, Span Tran collects the student's copies of records and then confirms with the foreign institution the documents are authentic and have not been falsified. This option is at an additional cost.

Students using WSC's tailored application with Span Tran are eligible to receive a 15% discount on services. The online discount code is

NDSTWSC15. Students are responsible for submitting documentation to Span Tran and all evaluation, translation, and verification fees.

WES

World Education Services (WES) is an approved evaluation service for admission purposes with Williston State College. Students may apply online at www.wes.org.

All international secondary credentials will require a document-by-document evaluation. All post-secondary international credentials will require a course-by-course evaluation.

When students apply through WES, they must submit documents to WES in the manner specified for the country in which the credentials were received. This manner is listed when students create their account with WES.

Students are responsible for submitting documentation to WES and all evaluation, translation, and verification fees.

Other Evaluators

Other evaluation companies may be approved by the Enrollment Services Office. Prior to having an evaluation performed by a company other than Span Tran or WES, it is advised students check with the Enrollment Services Office to determine if the evaluator is approved and which evaluation service would be needed.

Financial Requirements

The U.S. Department of Homeland Security requires students to demonstrate the ability to fully fund studies while in the United States. You must provide documentation to demonstrate adequate funds for at least one year of study. For those pursuing an AA, AS, or AAS, students should have funds to show support for a second year of study; if the bank records do not demonstrate enough funds for a second year of study, students must explain in a

written statement how they will obtain the funds for a second year of studies.

An I-20 will not be issued without satisfactory documentation of funds to support studies in the United States. All documentation must be listed in U.S. Dollars (USD).

Documentation may be sent to the Enrollment Services office via mail or e-mail.

It is the responsibility of the student to arrive with sufficient funds to pay temporary living expenses, make arrangements for living quarters and meals, register for the first semester of classes, and pay other expenses while living in the United States. Williston State College does not have any financial assistance or emergency funds available for international students.

Supporting Bank Documents

Supporting bank documents are required to accompany all statements of financial support.

If you will be paying from an established bank account, we will require a letter from the bank as well as the most recent bank statement.

Bank Letter

Bank letters must include:

- The date of the letter (within the last six months)
- Name of the account holder
- The date the account was opened
- Amount of money in the account must be listed in USD

Bank Statement

Bank statements must include:

- The date of the statement (within the last six months)
- Name of the account holder
- Type of currency

- Final balance amount of money in the account must be listed in USD and stamped by a bank

Each line item will not need to be converted to USD, but the final balance will need to be converted to USD and stamped by a bank to verify accurate conversion. It is recommended the bank convert the final balance.

Financial Aid & Scholarships

International applicants are NOT eligible for financial aid. They may be eligible for scholarships.

To apply for scholarships through Williston State College, please follow these steps:

1. Go to www.willistonstate.edu
2. Click on Future Students
3. Click on Financing your Education
4. Click on Scholarships
5. Click on Apply Now for Scholarships

If you are a first time user, click Sign Up and complete each tab with your personal information.

Priority deadline for WSC scholarships is March 15th.

Scholarships from your home country are welcome, and may be listed on the financial certification form. They must be accompanied with an official copy of the award letter, converted to USD and stamped by a bank to verify conversion amount.

Cultural Diversity Waiver

The Cultural Diversity Tuition Waiver promotes enrollment of a culturally diverse student body, including those of a minority race or ethnicity, or those from a foreign country or select urban area. Eligible students with a 2.0-2.4 GPA will have half tuition waived. Students with 2.5 GPA and above will have full tuition waived. Fifteen waivers are available, and not all applicants

receive a waiver. Application deadline is March 15th.

Athletic Scholarships

For incoming international student athletes, please contact your coach regarding your athletic scholarship amount.

Sponsors

International students are able to have an individual sponsor their studies in the United States. We do not allow company sponsorships.

All sponsors must complete the Affidavit of Support and be accompanied by evidence that the sponsor has the capability to provide the promised funds for the entirety of your studies. Please refer to the section on Supporting Bank Documents to determine acceptable documentation of these funds.

Student Health Insurance

As per North Dakota State Board of Higher Education policy, all international students studying under F and M visas are required to purchase a Student Health Insurance Plan through the North Dakota University System. Citizens of Canada and Norway are exempt from this policy.

For information on this Health Insurance coverage, please visit www.ndus.edu/students/ship.

The costs for this health insurance plan will be added to your financial certification, and sufficient funds to purchase this plan must be demonstrated.

Transferring In

Students who are currently in-status at another U.S. College or University may be eligible to transfer into WSC. In addition to all required admission documents, transfer students must also submit:

- A copy of current I-20 (all 2-3 pages)
- A photocopy of your current visa page and passport information page
- A photocopy of your current I-94 card
- A completed transfer-in form, available upon request from the Enrollment Services Office

Your Next Steps

- Apply for Admission to Williston State College
- Submit transcripts to an approved evaluation service (if applicable)
- Submit additional admission requirements
- Apply for Scholarships (WSC priority deadline: March 15th)
- Apply for Housing
- Complete I-20 Request Form
- Complete financial certification form
- Arrange Transportation

Contact Us

Your international admission specialist is:

Leah Windnagle
Director for Enrollment Services
leah.windnagle@willistonstate.edu

Please e-mail with any questions you have along the way. We are happy to assist.

Thank you for your interest in studying at Williston State College!