



# International Checklist for Admission

## Step 1 - Apply for Admission

[Click here](#) to begin the online application for admission. First, create an account by clicking "Create Account" and then log into your application by clicking "User Login" using the username and password you created.

## Step 2 - Immunization Records

Email or fax these records to WSC using the information below for fastest reception.

- Proof of 2 doses of Measles, Mumps, and Rubella (MMR) vaccine
- Proof of one dose of Meningococcal Meningitis (MCV4) vaccine given after the age of 16 for all students 21 and under
- [Tuberculosis Screening Questionnaire](#) must be filled out and submitted to Enrollment Services.

## Step 3 – Official High School Documents or GED

Official transcripts (earned in the US or Canada) must be sent directly from the school and must include the graduation date. Official GED transcripts must be sent from the Department of Public Instruction.

International credentials **must** be evaluated through an approved evaluation service. The evaluation is the sole responsibility of the applicant, and it must be performed by the Foreign Credentials Service of America (FCSA), a member of the National Association of Credential Evaluation Services (NACES), or the Association of International Credential Evaluators (AICE). WSC highly recommends the following evaluation services: [Spantran](#) or [World Education Services](#). If you have questions regarding which evaluation to order, please contact Enrollment Services before ordering.

## Step 4 – Official Placement Test Scores

Official placement test scores are **required** for all degree-seeking students. The following placement scores are acceptable for admission requirements: ACT, SAT, or Accuplacer. ACT or SAT scores must be no older than 5 years at time of admission. Accuplacer scores may be no older than 3 years at time of admission. Older scores will require a student to take a more recent placement exam. To schedule a placement exam at WSC, please [click here](#).

## Step 5 – Official College/University Documents

Applicants who have attended other US post-secondary institutions prior to applying to Williston State College must contact each institution and request an official transcript of all course work be sent directly from the institution to the Enrollment Services Office at Williston State College.

International college credentials **must** be evaluated through an approved evaluation service. This evaluation is the sole responsibility of the applicant, and it must be performed by the Foreign Credentials Service of America (FCSA), a member of the National Association of Credential Evaluation Services (NACES), or the Association of International Credential Evaluators (AICE). WSC highly recommends the following evaluation services: [Spantran](#) or [World Education Services](#). A course by course analysis is required. If you have questions regarding which evaluation to order, please contact Enrollment Services before ordering.

## Step 6 – Test of English Language Proficiency

Students from countries other than Canada, the United Kingdom, and Australia are **required** to submit a test of English Language Proficiency. Examples include: TOEFL, IELTS, SAT Writing & Language, or ACT English subset. TOEFL and IELTS scores may be no older than 2 years at time of admission. For a list of all acceptable means to demonstrate English Proficiency and minimum score requirements, please visit [NDUS Procedure 402.9](#).

## Step 7 – Passport Copy

A photocopy of the personal information page from passport is required to issue an I-20.

## Step 8 – Certificate of Finance

The student and sponsor(s) must complete and return the appropriate form with supporting documentation.

- [International Certificate of Finance Form](#)

Send mailed application materials and questions to:  
Williston State College  
Attn: Enrollment Services  
1410 University Ave.  
Williston, ND 58801  
(p) 701-774-4200  
[wsc.admission@willistonstate.edu](mailto:wsc.admission@willistonstate.edu)