

International Student Policy

This policy is subject to change based on changes in federal regulations and guidelines governing international students. Failure to maintain any of the requirements listed below can result in the student being sent back to the home country.

International Student Admissions

Howard College is authorized under Federal law to enroll international students.

Students should follow the admission procedures detailed in the International Student Admissions Packet which can be found on the Howard College web site at www.howardcollege.edu – look for the section “Come to HC – How to Apply” to find the link for international students. Contact the International Student Advisor at lcurrie@howardcollege.edu for further questions.

A student from a foreign country will be eligible for admission to Howard College, and SEVIS record Form I-20, will be issued when all admission requirements have been met and the following items are on file in the Office of the Registrar:

1. Application for Admission, along with a mandatory, non-refundable \$50 application fee, in U.S. dollars only. Major credit cards are accepted.
2. Official copies of high school and college transcripts, translated in English and evaluated by approved agency.
3. **TOEFL (Test of English as a Foreign Language)**

All international students are required to show English proficiency in order to study at Howard College. This can be accomplished by: 1) taking the Test of English as a Foreign Language (TOEFL) with minimum passing scores listed below; 2) submit a score report of 17 or higher in the English section of the American College Test (ACT); 3) submit a score report of 430 or higher on the verbal section of the Scholastic Assessment Test I (SAT I); 4) show certificate of completion from an English as a Second Language (ESL) program; 5) show citizenship from a home country where English is the native language; 6) ~~or successfully complete a full-time ESL program at Howard College during the first two semesters of attendance. If a student selects option 6 to complete English proficiency, he/she will be limited to the ESL courses only, until successful completion has been mastered.~~ An official copy of scores on the TOEFL, must be received directly from the Educational Testing Service (ETS). No score below 500 (paper-based version); 173 (computer-based version); or 61 (internet-based version) on the TOEFL will be accepted as the minimum passing score. Information about the TOEFL exam may be obtained from the Educational Testing Service, Box 899, Princeton, NJ 08540, U.S.A. The website address is www.toefl.com

Howard College will pay for the TOEFL exam for those students receiving a scholarship from Howard College that have a signed Letter of Intent and/or a signed Howard College scholarship on file with the Howard College International Student Coordinator. The Howard College scholarship must be an award of \$500 or more a semester/\$1,000 for the academic term. All other scholarship limits apply.

4. Financial information

The prospect international student must show proof of financial support, by submitting the financial agreement, financial statement, and the financial status form with a recent certified bank statement, which are included in the packet.

Other forms, such as “Conditions of Acceptance Agreement”, and any other blank forms included in admissions packet are also required.

5. International students are strongly encouraged to obtain medical evacuation/repatriation insurance, to cover any unexpected emergency medical costs during their stay in the U.S. Howard College is in no way responsible for medical expenses incurred by the international student.

An international applicant must send all of the above documents to the International Student Advisor. A checklist of items needed is provided for assistance in making sure the admissions packet is complete before submitting to Howard College.

Deadlines to apply are no later than May 15 for the fall semester (beginning in August), October 1 for the spring semester (beginning in January), and March 15 for the summer sessions (beginning in June).

International Transfer Students (Students Currently Enrolled in Educational Institutions in the U.S.)

Immigration and Naturalization Service regulations require confirmation that students in the U.S. on an F-1 (student) visa must have established transfer eligibility before the new institution initiates the transfer. Transfer students are subject to the same admission requirements as outlined above.