

# Admissions Requirements for Applicants Other than U.S. Citizens and/or Applicants Educated Outside the U.S.

Please note: "official copy" means a document that is either, a) original, b) a photocopy of the original made and marked "saw original" by a member of the Floyd College Enrollment Management/Admissions staff, or c) a photocopy made and attested to by a notary public.

- 1) Floyd College application for admission
- 2) \$20.00 application fee (non-refundable)
- 3) Official high school transcript or appropriate examination results (GCE, CXC, WASC, SSCE) at a recognized level of completion and accreditation.  
 If transcripts are in a language other than English, an official English translation is required.  
 If high school transcript is unavailable, the student may take the General Education Development (GED) test.  
 In some cases, an outside evaluation of secondary education credentials may be requested. Photocopies or faxes are not acceptable. For applicants who hold U.S. High School Diplomas, we require an official copy of the high school transcript, and official SAT or ACT scores.
- 4) Official college or university transcript from each college or university attended.  
 If transcripts are in a language other than English, an official translation is required. Photocopies and faxes are not acceptable. Should you wish to obtain transfer credit from a college or university outside the US, you must obtain an official evaluation of your credit from a professional academic credential evaluation agency. Transfer credit from a college or university outside the US is awarded ONLY when the transcript is accompanied by a professional evaluation.

■ PROFESSIONAL CREDENTIAL EVALUATION AGENCIES

Floyd College currently accepts evaluations from any of the agencies listed below:

Josef Silny & Associates PO Box 248233 Coral Gables, FL 33124 Tel: (305) 273-1616 Fax: (305) 273-1338 e-mail: info@jsilny.com website: www.jsilny.com	Lisano International PO Box 407 Auburn, AL 36831-0407 Tel: (334) 745-0425 Fax: (334) 745-0425 e-mail: LisanoINTL@AOL.com website: www.Lisano-INTL.com
World Education Services PO Box 5087, Bowling Green Station New York, NY 10274-5087 Tel: (800) 937-3895 Fax: (212) 966-6311 e-mail: <a href="mailto:south@wes.org">south@wes.org</a> or <a href="mailto:inquiry@wes.org">inquiry@wes.org</a> website: www.wes.org	Global Credential Evaluators, Inc. PO Box 9203 College Station, TX 77842 Tel: (979) 690-8912 Fax: (512) 528-9293 website: www.gcevaluators.com

- 5) Proof of English language proficiency  
 For non-U.S. citizens whose first language is not English and whose language of instruction throughout secondary school was not English, proof of English language proficiency must be satisfied by submitting one of the following test results: Test of English as a Foreign Language (TOEFL). Prospective students must earn a minimum of 550 on the paper TOEFL or 213 on the computerized TOEFL. For the INTERNATIONAL TOEFL test, call the Educational Testing Service at (609) 921-9000 for information or to request a TOEFL application. You can also check the web at [www.toefl.org](http://www.toefl.org). Students overseas can consult the American Embassy for TOEFL information.
- 6) Immigration Documents (not required for admission, but necessary for issuance of an I-20 or for determination of immigration status)  
 .For applicants who are in the United States as Permanent Residents, Applicants for Permanent Residency, Refugees, Asylees. or who have non-immigrant status other than F-1, we require a completed Certification of Permanent Residency, Asylum, Refugee, or Non-immigrant Visa Status with official copies of any documents requested on the form.  
 For applicants who are naturalized US Citizens - an official copy of the Naturalization Certificate or official copy of the biographical page of a valid US passport.  
 For applicants requesting F-1 student visas, we require a completed SEVIS Data Intake Form.  
 For applicants who already have F-1 status (transferring from another US school), we require a completed SEVIS Data Intake Form a Transfer Clearance Form completed by both the applicant and the foreign student advisor or other official at the transferring school, and copies of the passport biographical page, the F-1 visa, and the 1-94 form.

## 7) Financial Statements (**F-1 applicants only**)

All applicants requesting a Form 1-20 for student (F-1) visas must provide an affidavit of support showing that a minimum \$16,358.00 (USD) per academic year is available to defray college expenses including matriculation fees, non-resident fees, school supplies, living costs, and related expenses (This amount is subject to change due to increase in fees and living expenses.). A certified statement from the sponsor's bank showing that the required funds are available must be submitted. All fees must be paid at the time of registration. Federal Financial Aid is not available to F-1 visa students.

***PLEASE NOTE!*** An applicant may have no more than 2 sponsors, including him/herself.

If the applicant sponsors him/herself, he/she must fill out and sign an official INS form 1-134 Affidavit of Support and include a bank letter or statement that:

- Is less than 6 months old.
- Is written in English, or has a certified English translation attached, and
- Clearly states the account balance in numbers, and clearly states the type of currency upon which the account is based.

If the applicant's sponsor resides inside the United States, he/she must fill out and have notarized INS form I-134 Affidavit of Support. Form 1-134 must have the following documentation attached:

- If a bank account is used as proof of support - a statement from an officer of the bank or financial institution (an actual, signed letter, not a bank statement). The letter must give the following details: a) the date the account was opened, b) the total amount deposited for the last year, and c) the present balance. Photocopies or faxes WILL NOT be accepted.
- If future salary payments or earnings are used as proof of support - a statement of the sponsor's employer on business stationery showing: a) the date and nature of employment, b) salary paid, and c) whether the position is temporary or permanent. If Self-Employed: a) a copy of the last income tax return filed, or b) report of a commercial rating concern.
- If stocks or bonds are used as proof of support - a list containing serial numbers and denominations of bonds and name of record owner(s) (if bonds and stocks are used as a source of support

If the applicant's sponsor resides outside the United States, he/she must fill out and sign the INS form I-134 Affidavit of Support, and include a bank letter or statement that is:

- Less than 6 months old.
- Written in English, or has a certified English translation attached, and
- Clearly states the account balance in numbers, and clearly states the type of currency upon which the account is based.

**ALL BANK DOCUMENTS MUST BE ORIGINALS!** We will not accept photocopies or faxes. Questionable bank documents **must be officially verified**.

\*\*\*Health and Repatriation Insurance for students on F-1 student visas:

Students attending Floyd College are automatically provided health and repatriation insurance coverage required by law. This insurance will be charged to the student account, and must be paid by the student at the time of registration for classes. Students who already possess health and repatriation insurance must submit documentation showing current insurance, and extent and type of coverage to the Office of Admissions at least 2 weeks prior to registration for classes. If we determine that your private insurance is satisfactory, we will remove the automatic insurance requirement.

### Immunization Record

Two doses of the MMR or two doses of measles, one mumps, and one rubella, or  
Two doses measles, one mumps, and one rubella, or

**PLEASE NOTE!** Applicants requesting form I 20 must complete all admissions requirements by the designated deadline before the semester for which they are applying for admission. Application files completed after that time are not guaranteed for processing by the beginning of the semester.

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