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INFORMATION FOR PROSPECTIVE NONIMMIGRANT INTERNATIONAL STUDENTS

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Thanks for your interest in Kilgore College. The following information is an explanation of the admission procedures and documents required of nonimmigrant international students. You should complete and return the application along with the other required documents as early as possible to ensure consideration for admission. Please read the information and follow all instructions carefully and completely.

**APPLICATION DEADLINES, PROCEDURES AND REQUIREMENTS**

TO ATTEND DURING: .....	DEADLINE:
Spring semester (January - May)	November 1
Summer I semester (June-July)	April 1
Summer II semester (July - August)	May 1
Fall semester (August - December)	June 1

**PROCEDURES**

The three (3) items listed as "document" must be submitted as a complete packet. **Please do not turn in any document separately.** The information may be mailed, faxed or turned in directly to:  
Brenda Thornhill, Kilgore College, 1100 Broadway, Kilgore, TX 75662 (FAX: 903-983-8607)

**REQUIREMENTS**

**1. Application for Admission.** *(document)*

The application should be filled out completely, dated and signed. There is no application fee. All questions must be answered, especially birth date, birth place, and major field of study for application to be complete.

**2. Proof of English Language Proficiency.**

A. The TOEFL - TOEFL test is NOT required for enrollment in Kilgore College.

A score of 500 on the TOEFL (Test of English as a Foreign Language) indicates adequate knowledge of English. Students scoring below 500 on the TOEFL will be enrolled in English as a second language program.

B. Kilgore Assessment.

Every new student at Kilgore will be assessed in reading, writing and math once you arrive on KC campus. This assessment determines placement in academic credit classes or a partial academic load plus ESOL classes.

**3. Evidence of Financial Support.** *(document)*

The statement requires the signature of the applicant, the applicant's sponsor and the sponsor's bank official and must have an official seal. **Kilgore College does not have on-campus employment programs for international students. International students are not allowed to work off-campus. Therefore, you must show proof of financial stability to attend Kilgore College. A statement, in English and U.S. funds, from your bank is acceptable.**

**4. Transcripts.** *(document)*

Submit official transcripts from your secondary school (translated into English) and each U.S. college or university if previously attended. A minimum "C" average is required on all U.S. transfer transcripts.

## 5. Immunization Record.

- Written proof of a negative tuberculin skin test or chest x-ray taken within the past year is required.
- Written proof of diphtheria/tetanus immunizations taken within the past ten years is required.
- Completed Kilgore College medical form.

## 6. Proof of medical insurance.

U.S. or International medical insurance is required since medical costs in U.S. are expensive. International insurance provides better coverage. If you do not have International insurance you will be required to purchase insurance which costs approximately \$600 a year.

## 7. Transfer Clearance Form.

Students holding F-1 visas who are transferring from a U.S. college or university, language institute or high school must have the enclosed transfer clearance form completed by the foreign student advisor at the student's previous school. The form should be sent directly to Mrs. Thornhill. To be eligible to transfer, a student must be enrolled full-time (12 semester hours) during the previous semester.

## 8. Copy of Immigration Documents.

Copies of the visa, the I-94 (arrival/departure record) and the student copy of the I-20 (for applicants who hold F-1 visas) are required for transfer students from other U.S. colleges. Copies will be made when you arrive on campus for students coming to the U.S. for the first time.

## 9. Dorm Reservation. *(Send after you receive your F-1 Visa)*

If you wish to live on campus in a dorm, return enclosed housing card and deposit to Mrs. Thornhill as soon as possible to ensure a reservation of a room. Make checks or money orders for \$200 payable to Kilgore College.

### INTERNATIONAL STUDENT FINANCIAL GUIDE

Academic Year Expenses (Estimated average expenses for each semester, figured on 16 semester hours.)

	16 hours per semester	Total for academic school year (Fall/Spring)
Tuition and fees	\$1,900.00	\$3,800.00
Books/Supplies	600.00	1,200.00
Dorm	1,800.00	3,600.00
Health Insurance	600.00	1,200.00
Living Expenses (Clothes, entertainment, apartment needs, etc.)	2,000.00	4,000.00
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	\$6,900.00	\$13,800.00

(Students on F-1 Visa must take at least 12 hours.)

	12 hours per semester	Total for academic school year (Fall/Spring)
Tuition and fees	\$1,500.00	\$3,000.00
Books/Supplies	600.00	1,200.00
Dorm	1,800.00	3,600.00
Health Insurance	600.00	1,200.00
Living Expenses (Clothes, entertainment, apartment needs, etc.)	2,000.00	4,000.00
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	\$6,500.00	\$13,000.00

## Summer Expenses

Estimated living expenses	\$2,500.00
Estimated summer educational expenses (optional)	800.00
Total summer expenses (based on full time enrollment)	<hr/>
	\$3,300.00

## Total Expenses

Total estimated expenses for twelve months (including summer living and educational expenses) based on 16 semester hours.	\$17,000.00
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Note: These are average cost figures. This amount is for a single student living away from home and may vary according to individual circumstances. Purchase of a car, car registration, and insurance, and airfare to and from your home country are not included. **You must purchase a roundtrip airticket to your home country.**

# FINANCIAL STATEMENT

Immigration regulations require nonimmigrant international students to verify that they will have funds available to pay for all educational, living and other expenses. Students are reminded that the total tuition for one semester is to be wired to the college prior to arrival in the U.S. or KC. (Instructions will be sent once you let KC know you have received your F-1 Visa.)

## Part 1. Financial Statement of Nonimmigrant International Students (Student Completes)

I, \_\_\_\_\_, do hereby certify that:  
Name of Student

1. I will have a minimum of \$17,000 in United States currency available to me for each academic year (nine months) I am studying at Kilgore College plus adequate funds for my travel to and from the United States;
2. In addition to having adequate funds for my own expenses, I will also have sufficient funds to cover living and travel expenses for any dependents who accompany me;
3. If I remain in the U.S. during the summer, I will have a minimum of \$3,300 in United States currency available.
4. These funds can and will be provided during my entire period of studies by the individual noted in Part 2 (or the agency noted by an attached verification statement);
5. I can make the arrangements to have the necessary funds transferred to the United States and available to me prior to registration each semester. A bank account is necessary, since there is a charge for each use of a credit card.
6. I understand that regulations prohibit me from working to make extra money for my college expenses.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

## Part 2. Financial Statement of Sponsor (Sponsor completes)

I, \_\_\_\_\_, do hereby certify that I am the \_\_\_\_\_  
Name of Sponsor Relationship to Student

of the above applicant. I am employed by \_\_\_\_\_, and I can and will provide the funds needed in accordance with the stipulations stated above.

\_\_\_\_\_  
Signature of Sponsor

\_\_\_\_\_  
Date

Witness:

The above individual signed this form before me on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public/Address of Notary Public

\_\_\_\_\_  
Affix notarial seal or stamp here

## Part 3. Statement of Bank or Other Financial Institution Official (Bank Completes).

**Attached bank letter or Employer's verification is acceptable without this form.**

I hereby certify that according to our records and in my opinion, the sponsor named in Part 2 is capable of meeting the expenses of the student and any accompanying dependent as noted in Part 1. This certificate does not constitute a statement of liability on my part or on behalf of the bank I represent.

\_\_\_\_\_  
Name of Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name of Institution

\_\_\_\_\_  
Address

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Affix seal or stamp here:

You may provide official bank statements along with this form to prove your financial ability to pay for school.

## Have you remembered:

- to send housing request card and deposit?  
(A room will not be reserved unless a \$200 deposit is sent. This should be done early as rooms fill quickly.)
- to fill out the application completely?  
(You must indicate birth date, birth place and a major field of study or an I-20 cannot be issued.)
- to enclose translated secondary school official transcripts or U.S. college transcripts? To be official a transcript must bear the original seal or the signature of the school's registrar. A photocopy is official ONLY if it is certified by an official of a university, Embassy, or Consulate.
- to complete sponsor information and provide a supporting statement from the bank?  
(An I-20 cannot be issued without this.)
- to meet established deadlines?

Once you have been accepted, an I-20 will be sent to you. You will take it to the American Consulate to request a F1 Visa. Notify me as soon as you get your Visa. I will send you information as to when you should arrive at KC for orientation.

**Location:** Gregg County in Piney Woods section of Texas, 120 miles east of Dallas, 70 miles west of Shreveport, La., 4 miles south of Interstate 20 on U.S. Highway 259.

**Closest International Airport:** DFW - Dallas/Ft. Worth 2 hours by car, with daily connecting flights to the local airport, GGG - Gregg County Airport, also known as East Texas Regional (ETR), a ten minute drive from Kilgore College.

**Population:** Kilgore is a small, quiet community of 12,000. It is very conducive to study since there is limited off campus social entertainment available. Dorms are available for men and women but there is limited housing within walking distance to the campus. Apartments are plentiful, but most require transportation to the college. There is no bus system in the area so an automobile would be necessary for commuting to campus. Approximate cost of a used auto begins at \$5,000 U.S. and ownership requires a Texas driver's license and automobile insurance plus maintenance costs. You must be 18 years old to get a driver's license in Texas. Apartments are not furnished and rental for a one bedroom starts at \$350 per month plus cost of monthly utilities. It is recommended and encouraged that students live in the dorm their first semester. This allows you to become acquainted with the campus and community and learn about our education system before going out on your own.

Kilgore College is an equal opportunity institution and provides educational and employment opportunities without discrimination of race, color, religion, sex, age, national origin, disability, or veteran status.

(Revised 9/2006)