



International Student Checklist

For students transferring within the United States

Step 1 Apply for Admission:

_____ Submit the international admission application online at https://accesskc.kilgore.edu/ICS/Academic_Education/Application/ (**KC does not accept students in transfer who are out of status with SEVIS**)

_____ Submit a copy of your passport photo page to internationalstudents@kilgore.edu

_____ Request official Test of English as a Foreign Language (TOEFL) results be sent to KC. Official scores must be sent directly from ETS to Kilgore College (DI Code: 6341). KC requires a minimum iBT score of 71. TOEFL scores are not required for students who have completed college level English at a university or college in the U.S.

_____ Complete and submit the financial statement. The statement requires the signature of the applicant and the applicant's sponsor. A bank statement from the sponsor reflecting access to required funds (a minimum of 16,610 USD or equivalent) must be attached. International students must show proof of financial stability to attend Kilgore College. A statement in English is required.

_____ Have your non-U.S. transcripts evaluated, translated to English, and sent directly to Kilgore College. KC requires evaluations and translations be conducted by a National Association of Credit Evaluation Services member. <http://www.naces.org>

_____ Request official U.S. college and university transcripts be sent to Kilgore College

_____ Submit the required medical form. Include written proof of a Bacterial meningitis vaccination, MMR vaccination, and a negative TB test result.

Step 2 Once Accepted for Admission to Kilgore College:

_____ Receive Kilgore College admissions acceptance letter with SEVIS nonimmigrant transfer form

_____ Provide a copy of your Kilgore College acceptance letter and SEVIS transfer form to your current international advisor/DSO to have your SEVIS record transferred to Kilgore College

_____ Be prepared to provide passport, Visa, I-94, and all original I-20s to Kilgore College for copies to be made, if requested.

Step 2 Once Accepted for Admission to Kilgore College:

_____ Wire the first semester fees to your KC college account. Wire instructions provided upon request.

_____ Apply for KC housing (if you plan to live on campus). Pay the deposit for housing if not wiring fees.

_____ Obtain medical insurance if you have not done so already

_____ Make travel arrangements and inform Kilgore College of your travel/flight/arrival plans

You will receive information regarding Check-In and Orientation once Accepted