F-1 & M-1 International Student Application Help Guide

international@kckcc.edu

Application Deadlines

Fall Semester: **JULY 1st**

Spring Semester: **OCTOBER 1st**

* International students are **NOT** eligible for admission to the Summer Semester

* International students are **NOT** eligible for admission to the Second 8-Week Term of the Fall or Spring Semester

  ⇒ All application requirements must be submitted **PRIOR** to the deadlines listed above

  ⇒ Application deadlines are the **LAST** possible day to submit a **COMPLETE** application packet

  ⇒ Deadlines are **NOT** flexible or negotiable

    ♦ Incomplete applications will **NOT** be reviewed or considered

Online Application

1) Online Application & Application Fee

* Submit your online application for admission at::
https://kckcc.elluciancrmrecruit.com/Apply

⇒ You will need to *Create an Account* before you will be able to begin the application

♦ Click the **blue** *Create an Account* link in the upper right-hand corner

♦ Enter all of the requested information, create a password, and click the **blue** *CREATE ACCOUNT* button at the bottom of the screen

◊ <u>NOTE</u>: This is **NOT** the application

⇒ *After* you have created your account you will need to <u>**LOG IN**</u> using the email address and password you entered when you created your account

♦ Complete the <u>*International Application*</u> **IN FULL** by *accurately* entering <u>**ALL**</u> requested information

⇒ When you finish filling-out the application form, you will be required to pay the compulsory <u>**$85.00**</u> **USD nonrefundable** International Application Fee in order to complete and submit your application

♦ The payment platform for this fee is built into the International Application through PayPal

♦ International applications cannot be submitted until after the nonrefundable application fee is paid

Transcripts & Certificates

2) Upper Secondary School Transcripts

* Submit your official upper secondary school transcripts — in the native language <u>**AND**</u> accompanied by an official English translation — showing your successful completion of secondary school

⇒ <u>**Note:**</u> you are required to submit your official, original (paper / hard-copy) transcripts to the Admissions Office immediately upon your arrival at KCKCC

♦ You will <u>**NOT**</u> be able to enroll in classes until *after* your official, original transcripts are received

3) Upper Secondary School Graduation Certificate

* Submit your official upper secondary school Graduation Certificate / Diploma / National Examination Certificate — in the native language <u>**AND**</u> accompanied by an official English translation

⇒ <u>**Note:**</u> you are required to submit your official, original (paper / hard-copy) Graduation Certificate / Diploma / National Examination Certificate to the Admissions Office immediately upon your arrival at KCKCC

♦ You will <u>**NOT**</u> be able to enroll in classes until *after* your official, original transcripts are received

* Transcript and Certificate requirements vary by country; for specific international credential requirements for a particular country, contact international@kckcc.edu

English Proficiency

4) English Language Proficiency Test Scores

* Submit **official** scores from one (1) of the following tests — minimum required scores listed below:

  ⇒ TOEFL iBT **≥ 62**

  ⇒ TOEFL iBT **Home Edition ≥ 62**

  ♦ Minimum required TOEFL section scores:
    ◊ Reading = 13
    ◊ Speaking = 12
    ◊ Listening = 18
    ◊ Writing = 16

  ⇒ IELTS (Academic) **≥ 5.5** overall band score

  ♦ Minimum required IELTS section scores:
    ◊ Reading = 5.0
    ◊ Speaking = 5.0
    ◊ Listening = 5.0
    ◊ Writing = 5.0

  ⇒ PTE Academic **≥ 46**

  ⇒ PTE Academic **Online ≥ 46**

  ♦ Minimum required PTEA section scores:
    ◊ Reading = 40
    ◊ Speaking = 40
    ◊ Listening = 40
    ◊ Writing = 40

  ⇒ MET **4**-Skill Exam **≥ 50**

  ⇒ MET **Digital 4**-Skill Exam **≥ 50**

  ♦ Minimum required MET section scores:
    ◊ Reading = 46
    ◊ Speaking = 46
    ◊ Listening = 46
    ◊ Writing = 46

* Test scores must be sent to KCKCC **_directly from_** the testing company; student copies of scores cannot be accepted

* Completion of an ESL (English as a Second Language) program is **NOT** acceptable proof of English language proficiency; scores from one of the tests listed above **must** be submitted

Students from the following countries _may_ be exempt from the English Proficiency Test Requirement

Anguilla	Liberia
Antigua and Barbuda	Malawi
Australia	Marshall Islands
Bahamas	Mauritius
Barbados	Micronesia, Federated States
Belize	Namibia
Bermuda	New Zealand
Botswana	Nigeria
British Virgin Islands	Norfolk Island
Cameroon (Anglophone students only; Francophone students are **NOT** exempt)	Northern Mariana Islands
Canada (Anglophone students only; Francophone students are **NOT** exempt)	Palau
	Philippines
Cayman Islands	Pitcairn Islands
Christmas Islands	Saint Kitts and Nevis
Cook Islands	Saint Lucia
	Saint Vincent and the Grenadines
Dominica	Seychelles
Eswatini (_formerly_ Swaziland)	Sierra Leone
Fiji	Singapore
Gambia	Solomon Islands
Ghana	South Africa
Grenada	Trinidad and Tobago
Guyana	Turks and Caicos Islands
Ireland	Uganda
Jamaica	United Kingdom
Kenya	Zambia
Kiribati	Zimbabwe
Lesotho	

* **English for Speakers of Other Languages (ESOL)**

  ⇒ F-1 and M-1 status students can **NOT** enroll in the English for Speakers of Other Languages (ESOL) program at KCKCC

  • Students who do **NOT** meet the _minimum_ required English language proficiency test scores listed on page 4 are **NOT** admissible to KCKCC

Financial Support

5) Proof of Financial Support

* Submit *Proof of Financial Support* in the form of an official Bank Statement or Bank Letter
  - ⇒ In *readily available* funds
    - ◆ No investments, stock, real estate, etc…
  - ⇒ In the *minimal* amount of *at least* **$24,225.00** USD
    - ◆ Add $6,000.00 USD for each accompanying dependent (spouse or child)

Estimated Cost of Attendance for one Academic Year

Tuition & Fees:	$5,352.00
Room & Board:	$10,410.00
Books & Insurance:	$2,950.00
Personal Expenses:	$5,513.00
Total Estimated Cost:	**$24,225.00**

6) Affidavit of Support Form

* Submit an official, signed and notarized / attested *Affidavit of Support Form* from **each** financial sponsor
  - ⇒ If you are being financially sponsored by an individual other than yourself, this verifies your sponsor's willingness to financially support you during your studies
    - ◆ The *Affidavit of Support Form* **must** be notarized or attested
  - ⇒ The *Affidavit of Support Form* is **NOT** *Proof of Financial Support*; the *Affidavit of Support Form* must be accompanied by a Bank Statement or Bank Letter (as listed above in #5) from the individual completing the affidavit

Passport

7) Color Passport Copy

* Submit a **color** copy of the biographical page of your valid (unexpired) passport

---

Applicant Notes

* The Application Requirements listed in the proceeding pages are **COMPULSORY**
  - ⇒ Failure to submit **ALL** compulsory application requirements will result in an *incomplete* application
  - ⇒ Incomplete applications will **NOT** be reviewed or considered

* Application requirements can **NOT** be waived

* Submission of altered, falsified, or fraudulent application information and/or documents will result in the **immediate DENIAL** of admission

* All application materials and documents submitted for admission to KCKCC become the property of the college and can **NOT** be returned to the applicant

Tips on Filling-Out your Application

* Add international@kckcc.edu as a trusted contact in your email to ensure you receive our communications regarding your application and your admission

  ⇒ Acceptances and acceptance documents are emailed to the email address you enter on your application

* Pay special attention to the information in the red box at the top of each page of the application

* Carefully read each *Visa Type/Immigration Status* bullet point <u>before</u> making your selection from the dropdown

* All contact information must be **your <u>personal</u>** information; do **<u>NOT</u>** enter contact information for another person, such as a parent or agent

  ⇒ Enter your *personal* phone number

  ⇒ Enter your *personal* email address

    ♦ If admitted, your Acceptance, including your Form I-20, will be emailed to you, and it is ILLEGAL for someone that is not the student to receive the I-20

* What you enter for your *Current Address* must be your full, physical street address for where you physically live; do **<u>NOT</u>** enter a P.O. Box

* Enter the full name <u>and</u> full address of your upper secondary school, with the correct dates of attendance

* Read <u>each</u> statement in the *Certification* section very carefully <u>before</u> clicking *Yes* to certify that you understand

  ⇒ **It is recommended that you print the page so you have a copy of all the statements you certified understanding**

Tips on Submitting your Supplemental Items

* After you pay the compulsory application fee and submit your application, go back to My Account

* In the **Status** column, the status of your application will be *Action Required* (if not, refresh the page)

  ⇒ Click on the *Action Required* link to read the message about your *Supplemental Items*

* In the **Action** column, click the *View* link to go to your required *Supplemental Items & Documents* page

  ⇒ All required items are listed <u>WITH</u> descriptions of the items

  ⇒ Some item descriptions contain links to required forms, information, or exterior websites

* Upload Supplemental Items & Documents directly to your online application; do NOT email them

  ⇒ Click the ***Choose Files*** button

  ⇒ Select the file you want to upload

  ⇒ Click on the blue ***Upload*** link under the *Choose Files* button

    ♦ You can upload <u>up to</u> **5** files per Supplemental Item

* Continue to check the *Submission Status* of your Supplemental Items so you know what is required from you, and to ensure that you submit all requirements prior to the application deadline

* We will **manually** change your application status from *Submitted* to *Marked Complete* **after** we verify that you have submitted all required Supplemental Items

Related Information

Receiving a Form I-20

After you have submitted **ALL** of the required application documents your application and supporting documents will be reviewed to determine your admissibility to KCKCC.

If it is determined that you meet KCKCC's admission requirements and that you are admissible, your acceptance and Form I-20 will ***then*** be processed. Your acceptance documents—including your Form I-20—will be emailed to you at the email address you entered on your application.

<u>NOTE</u>: the email address you enter on your application *<u>must</u>* be your personal email; it is <u>**illegal**</u> for a person that is not the student to receive their Form I-20.

International Student Health Insurance

<u>ALL</u> F-1 status international students are *required* to purchase Kansas City Kansas Community College's **<u>COMPULSORY</u>** International Student Health Insurance.

International students are *required* to carry health insurance through KCKCC from Relation Insurance Services, KCKCC's international student health insurance carrier.

F-1 status students will be automatically enrolled in this health insurance plan each semester and will be automatically charged the corresponding fees for this health insurance plan each semester.

~ <u>**This is compulsory and cannot be waived**</u> ~

F-1 international students who choose to purchase their own health insurance are **<u>NOT</u>** exempted from purchasing KCKCC's International Student Health Insurance. International Student Health Insurance provided and purchased through Kansas City Kansas Community College is <u>mandatory</u>; this requirement cannot be waived.

Kansas City Kansas Community College (KCKCC) strongly believes in the benefit to all students of studying side-by-side in culturally diverse classrooms. International students and their U.S. counterparts teach each other to embrace and value cultural diversity, formulate creative ideas, integrate ideas and information, achieve quantitative abilities, and better compete in a global economy.
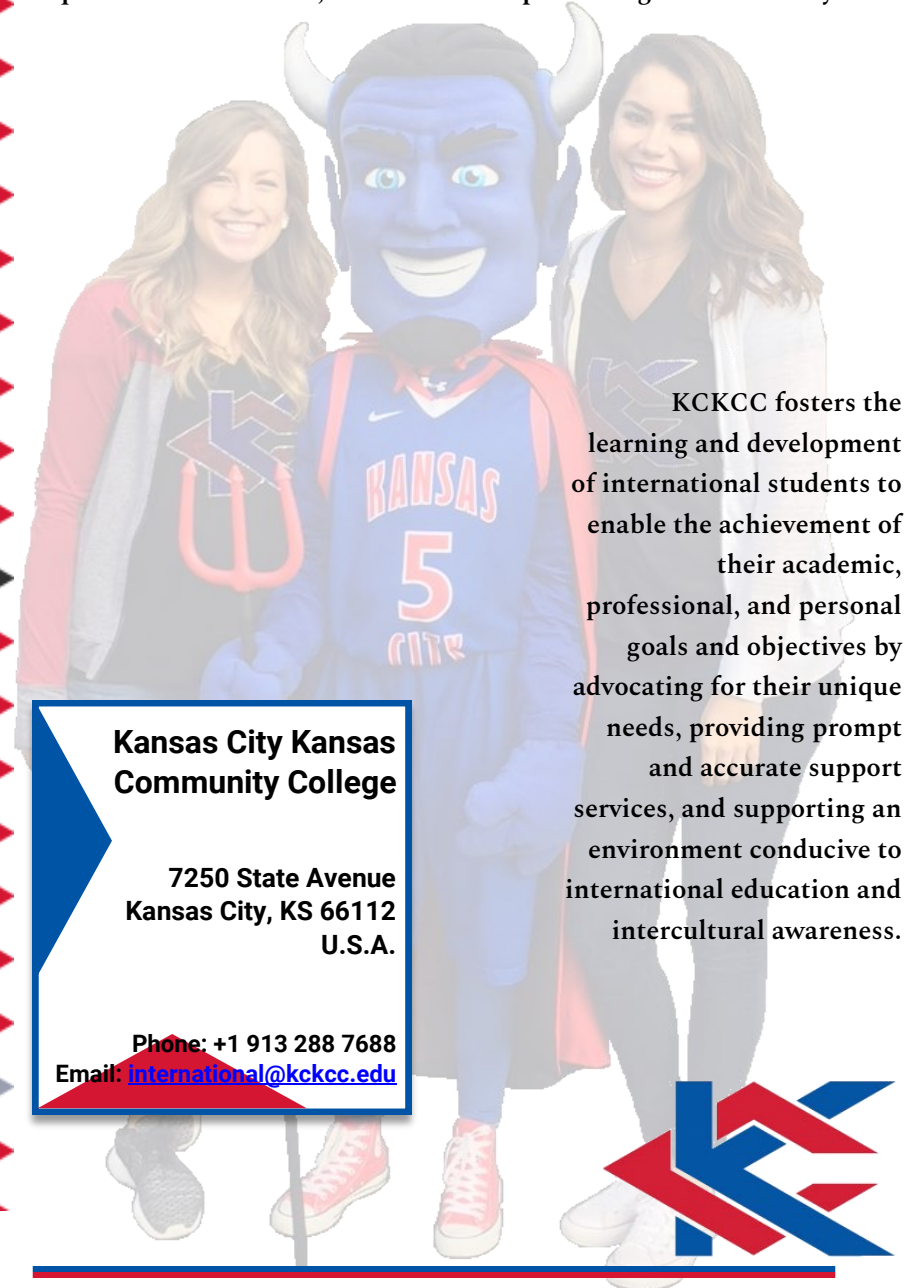
KCKCC fosters the learning and development of international students to enable the achievement of their academic, professional, and personal goals and objectives by advocating for their unique needs, providing prompt and accurate support services, and supporting an environment conducive to international education and intercultural awareness.

Kansas City Kansas Community College

**7250 State Avenue
Kansas City, KS 66112
U.S.A.**

**Phone: +1 913 288 7688
Email: international@kckcc.edu**