

# APPLICATION FOR BEMIDJI STATE UNIVERSITY



## INTERNATIONAL STUDENT ADMISSION

International Program Center / Deputy Hall 103 / 1500 Birchmont Drive NE, #13 / Bemidji, MN 56601-2699 U.S.A.  
E-mail: [international@bemidjistate.edu](mailto:international@bemidjistate.edu) / FAX Number: 218-755-2074 / Telephone: 218-755-4096  
[www.bemidjistate.edu/students/international/](http://www.bemidjistate.edu/students/international/)

*This application is to be completed and submitted by all non-United States citizens wishing to enroll in on-campus courses.*

**ALL INFORMATION MUST BE LEGIBLY PRINTED. Please completely answer all areas of this application form. Incomplete or missing data will lead to delays in the processing of your application.**

Application fee: A non-refundable application fee of \$20.00 (U.S. dollars) is required of every applicant. A check, money order, or international bank draft made payable to "Bemidji State University" should be enclosed when returning this application form. You may also pay by credit card by calling our cashier's office at 218-755-2045.

Indicate the Term and Year you wish to enter BSU

Indicate the Term and Year you wish to enter BSU (Fall = August - December, Spring = January - May):

Term: (check one) \_\_\_ Fall \_\_\_ Spring Year: \_\_\_\_\_

### PART A. PERSONAL DATA

Your full name as it should appear on the I-20 or DS-2019 Form: (NOTE: use the same name in all correspondence. This must match your name as it appears on your passport.)

(Last-Family-Surname)

(First-Given-Personal-Forename)

(Middle-Maiden)

If any of your transcripts, records or test scores are under a name other than that indicated on this application, please print that name in space below:

Other Name: \_\_\_\_\_

Last

First

Middle

**Current mailing address:** (this is the address where your Admission Packet and I-20 or DS-2019 will be mailed.):

Street & Number \_\_\_\_\_

Town or City \_\_\_\_\_

Province or State and Country \_\_\_\_\_/\_\_\_\_\_

Postal Code \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_

City and Country of Birth \_\_\_\_\_

**Permanent home address** (if different from mailing address. A non U.S.A., non-P.O. box address is required for the issuance of I-20 or DS-2019):

Check if same as current mailing address

Street & Number \_\_\_\_\_

Town or City \_\_\_\_\_

Province or State and Country \_\_\_\_\_/\_\_\_\_\_

Postal Code \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_

Country of citizenship: \_\_\_\_\_

**THIS INFORMATION IS REQUIRED FOR ISSUANCE OF AN I-20 OR DS-2019.**

**Date of Birth:** \_\_\_\_\_  
(Month) (Day) (Year)

**Gender:** \_\_\_ Female \_\_\_ Male

**Person to contact in case of an emergency:** \_\_\_\_\_  
Name Relationship

Address \_\_\_\_\_

Telephone \_\_\_\_\_ E-Mail: \_\_\_\_\_  
(include country code)

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**If under 18 years of age, please complete the parent/guardianship information:**

Parent/Guardian full name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ E-Mail: \_\_\_\_\_  
(Include country code)

**If you are already in the United States**, you are required to answer the following questions fully:

1. On what date did you enter the U.S.? \_\_\_\_\_
2. Please check the type of visa you now hold:  Student (F)  Exchange visitors (J)  Other (Specify) \_\_\_\_\_
3. If you hold an F visa, what institution issued the Form I-20 on which you received your visa? \_\_\_\_\_
4. If you hold a J visa, please answer the following:  
Name of sponsor: \_\_\_\_\_ Program Number \_\_\_\_\_  
Have you permission from the sponsor to transfer here if accepted for admission? \_\_\_\_\_
5. Are you currently attending a U.S. school?  Yes  No.  
If Yes, what school are you attending? \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_\_
6. Why do you wish to transfer schools? \_\_\_\_\_

## PART B. EDUCATIONAL BACKGROUND INFORMATION

List below every school you have attended, beginning with the time you entered secondary school to the present. Complete all columns. Failure to provide accurate and complete information is sufficient grounds for cancelling admission or registration. If you need additional space, please attach a separate page.

### SECONDARY/HIGH SCHOOL ATTENDED:

Name of Secondary/High Schools	Location of School		Dates of Attendance		Did you Graduate? Yes or No	Degree/Diploma/Certificate Earned	
	Town/City	Country	From mm/yyyy	To mm/yyyy		Name	Date Received

### COLLEGES, UNIVERSITIES OR TECHNICAL/POLYTECHNICAL SCHOOLS YOU HAVE ATTENDED OR ARE CURRENTLY ATTENDING

Name of University, College, Technical/ Polytechnical or other POST-Secondary/High School	Location of School		Dates of Attendance		Did you Graduate: Yes or No	Degree/Diploma/Certificate Earned	
	Town/City	Country	From mm/yyyy	To mm/yyyy		Name	Date Received

### PLEASE ACCOUNT FOR ANY YEARS THAT YOU WERE NOT IN SCHOOL FROM THE TIME YOU ENTERED SECONDARY SCHOOL TO THE PRESENT.

Description of Activity (work, etc.)	Dates of Activity	
	From: Month/Year	To: Month/Year

All official educational transcripts and records must be sent directly to the Bemidji State University International Program Center from all institutions previously attended. Certified/official attested photocopies may be accepted if original official transcripts are not attainable. Uncertified photocopies are not accepted.

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## PART C. INFORMATION ABOUT PLANS FOR STUDY AT BEMIDJI STATE UNIVERSITY

What is your intended program of study (major)? *(required)* \_\_\_\_\_

How long do you plan to stay at Bemidji State University? \_\_\_\_\_

Will you be a candidate for a degree?  Yes  No If yes, what degree?  Associate  Bachelor's  Master's

If you have corresponded with or contacted any department or person at Bemidji State University, please give the name of the person or department with whom you were in contact: \_\_\_\_\_

What is your first (home/native) language? \_\_\_\_\_

Do you intend to participate in intercollegiate sports?  Yes  No If yes, which sport(s) \_\_\_\_\_

How did you learn of Bemidji State University? \_\_\_\_\_

### REQUIRED TEST REPORTS

1. All applicants from countries where English is not the official language and applicants who received their training in a non-English speaking area are required to supply results of the Test of English as a Foreign Language (TOEFL), IELTS, or SAT scores. Make arrangements to have your official score reports sent to the International Program Center at Bemidji State University.

TOEFL score \_\_\_\_\_ Date \_\_\_\_\_

IELTS score \_\_\_\_\_ Date \_\_\_\_\_

SAT Combined writing/math score \_\_\_\_\_ Date \_\_\_\_\_

2. Other required test reports: The GRE is required at the discretion of the academic department. Contact the academic department directly. For information as to testing dates and places for the GRE, write to GRE, Educational Testing Service, Box 955-R, Princeton, NJ 08541, USA. Test application booklets are often available at United States Embassies/Consulates and United States Information Offices. Check with these offices before writing to the above address.

## PART D. FINANCIAL INFORMATION

### READ CAREFULLY!

You are required to submit financial certification indicating you have documented support for the estimate of annual expenses (\$20,430 USD). If you plan to bring dependents (spouse and children), you must submit additional certification (see Section B). Do not include any anticipated employment in the U.S. as part of your financial certification. Costs of higher education increase each year. Please review the Estimated 2017-2018 Expenses for a Single International Student below. These expenses are estimated and as such are subject to change. This may be done without giving prior notice to the applicant. Please contact the International Program Center for current Financial Requirements. **If you are applying for an academic year not listed here or are an exchange student, please contact the International Program Center for an updated Financial Form.**

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## Section A:

Estimated 2017-2018 Expenses in USD for a Single International Student	Total for 2 Semesters
Tuition/Fees	\$8,360
Room/Board	\$8,170
Misc. Expenses*	\$3,900
Estimated Total Cost	\$20,430
*This estimate includes the cost for mandatory health insurance, orientation fee, the amount you might spend for books, and personal expenses.	

## Section B:

**Dependent Information** - \$5,000 USD additional financial certification is required for the first dependent and \$3,000 USD for each dependent thereafter if dependents will accompany you. Please complete the following information for each dependent:

Name                      Gender                      Relationship                      Country of Birth      Date of Birth

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Funding guaranteed for dependent(s) in USD (if applicable) **Part B Total \$** \_\_\_\_\_

## Section C:

**2017-18 FUNDING SOURCE(S)** – Total MUST equal or exceed \$20,430 a year.

Complete all that apply. Enter amount of assured support for the first year in U.S. Dollars. These funds, plus expected increases, are expected to be available for each year of study in the U.S. by the student and/or sponsor.

Source of Funds	Amount (in USD)	Supporting Evidence
Student's Personal Savings	\$	Bank Statement/Letter from bank on official bank letterhead *Name on statement must match name of student
Family or Sponsor: Name:	\$	Bank Statement/Letter from bank on official bank letterhead with sponsor's full name and address *Name on statement must match name of sponsor
<b>Government Agency, Private Foundation, University or Business:</b> Name of Sponsor:	\$	1. Official letter of support 2. Bank statements, affidavits, or sworn statements
Scholarship or Loan: Awarded by:	\$	1. Official award letter 2. Loan approval letter
Total from Part B (if applicable)	\$	Passport copies of dependents

**TOTAL AMOUNT:** \$ \_\_\_\_\_ (in USD)

## Section D:

Original signatures are required to certify that the information provided on this form is complete and accurate to the best of your knowledge. By signing this form, you are acknowledging that any false or misleading statements will result in an automatic denial of admission, or cancellation of registration following enrollment.

Student's Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Please legibly print Student's full name)

Sponsor's Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Please legibly print Sponsor's full name)

Relationship to Student: \_\_\_\_\_

**Remember: You must complete all application procedures, provide bank statements or scholarship award letters to document the amounts listed, and be accepted by BSU before the I-20 form will be sent to you. All application materials, including financial supporting documents, will not be returned.**

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## INTERNATIONAL STUDENT AGREEMENT

PLEASE READ CAREFULLY BEFORE SIGNING THIS FORM.

*I certify that I understand and accept the following conditions and agree to abide by them. As a condition to my admission, I agree to the following:*

- I understand that this application and supporting documents become the property of Bemidji State University regardless of the admission decision. As such, once the documents are received by the University, Bemidji State University will not return any documents (the application and/or any supporting documents) to you, the applicant/student.
- I understand that I am required to pay ALL tuition and fees (which includes mandatory purchase of BSU health insurance) by the designated payment deadline date EACH semester. If I do not pay by the deadline date, I understand I will be prohibited from registering for future semesters. By failing to register, I will have violated my immigration status.
- I will have available sufficient funds for tuition, fees, health Insurance and living expenses for each year I study at Bemidji State University. I recognize that the cost of living is high, that financial aid from the University is not available, and that as a general rule, International students are not permitted to work off campus. There may be limited on-campus employment after successful completion of orientation and registration.
- I will take the Bemidji State University "English Placement Examination" before I will be allowed to register for academic studies and fulfill the requirements that result from my score on the examination.
- I acknowledge that I may be required to take a "Math Placement Examination". Admission requirements to Bemidji State University require that students provide evidence of college readiness either through the ACT, SAT or another assessment instrument. Students who have tests older than three years and have not earned college credit in the area college mathematics must take Accuplacer. I agree to fulfill the requirements that result from my score on the examination.
- I am responsible for understanding the rules and regulations for being on a student visa in the United States.
- I authorize Bemidji State University to release to any U.S. Government Officer information required to determine my compliance with U.S. Homeland Security/Immigration Laws. Furthermore, I understand that the University will report all information required by U.S. Homeland Security/Immigration (such as students who are not registered, are not pursuing a full course of student or are not meeting the minimum academic standards of the University).
- I agree to purchase the Minnesota State Colleges and Universities System Health Insurance Plan as a condition of admission and continued enrollment by the published due dates each year.
- I agree to attend all the dates of the required new student Orientation sessions. I will arrive on or before the reporting date as stated on the Admitted student letter and the I-20 or DS-2019 form.
- I recognize that I will be charged a one-time \$100 Orientation Fee my first semester at Bemidji State University.
- I agree, as an undergraduate student new to the USA, to enroll in the course "First Year Experience for International Students". (Graduate students are exempt from this requirement).
- I declare that all the information I have submitted for my application for admission is true, correct and complete.
- I understand and will comply with the requirements as stated on this agreement. I understand that falsification of any information will jeopardize the issuance of an I-20 or DS-2019 and/or may result in Bemidji State University revoking its decision to enroll me as a student.
- If I am a transfer student from another school in the USA, I will bring an up-to-date, current copy of my I-20 or DS-2019 form to be given to the International Program Center upon my arrival at Bemidji State University.

Printed Name of Applicant: \_\_\_\_\_  
(Last or Family Name) ( First or Given Name) (Middle Name)

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
(Required)



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## Request for Confidential Information

The following information will help Minnesota State College and Universities evaluate student recruitment and retention policies; it will not be used as a basis for admission. Providing this information is voluntary.

Are you Hispanic or Latino? – A person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture, regardless of race.

Yes  No

Race and ethnic background (select one or more)

American Indian or Alaska Native – A person having origins in any of the original peoples of North, Central or South America and who maintains tribal affiliation or community attachment.

Asian – A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent.

Black or African American – A person having origins in any of the black racial groups of Africa.

Native Hawaiian or Other Pacific Islander – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White – A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

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If you have been arrested, charged, or convicted of any criminal offense, you should investigate the impact that the arrest, charge, or conviction may have on your chances of employment in the field you intend to study.

# APPLICATION FOR INTERNATIONAL STUDENT ADMISSIONS

## BEMIDJI STATE UNIVERSITY International Student Application Process

### Requirements for admission:

- 1. Submit a completed International Student Application and application fee.
  - a. Complete the Financial Section of this document and submit supporting bank statements dated within the last ninety days, affidavits of support from individual sponsors, or official letters from your sponsoring organizations showing evidence of the sponsorship. Total sponsorship and available funds must be equal to or greater than the Estimated Expenses listed for your first academic year.
  - b. Complete Essay Section with your 300-500-word original essay.
  - c. Please make sure all sections requiring your or your sponsor's signature (if applicable) are signed.
- 2. Request original transcripts or officially certified copies of original transcripts from all institutions previously attended (including all secondary/high schools, colleges, universities, or technical polytechnic schools you have attended or are currently attending) be sent directly to the International Program Center at BSU.
- 3. If English is not your native or first language, request official copies of your English test scores to be sent to Bemidji State University:
  - a. TOEFL scores. Minimum score for undergraduate students is 500 for the paper/pencil based test or 61 on the internet based test. Graduate students minimum score is 550 for the paper/pencil test or 80 on the internet based test. [www.ets.org/toefl/](http://www.ets.org/toefl/) TOEFL test code for Bemidji State University: 6676.
  - Or
  - b. IELTS test scores. Minimum score for undergraduate is 5.5 and 6.5 for graduate students. IELTS is jointly owned by British Council, IDP: IELTS Australia, and the University of Cambridge ESOL Examinations. [www.ielts.org](http://www.ielts.org)
  - Or
  - c. See our website, <http://www.bemidjistate.edu/admissions/international/academic-admission-criteria/>, for other options.
- 4. Submit a scanned copy of the name/identification page of your passport.

### Additional Requirements for Graduate Study:

- 5. Include letters of recommendations: See Graduate Studies Web page for details: [http://bemidjistate.edu/academics/graduate\\_studies/](http://bemidjistate.edu/academics/graduate_studies/). All letters should be written on institutional letterhead stationery.
- 6. Please check the admission requirements for your specific area of study at the website listed below. Some majors have additional admission requirements. [http://bemidjistate.edu/academics/graduate\\_studies/prospective/admissions/procedures/](http://bemidjistate.edu/academics/graduate_studies/prospective/admissions/procedures/)



## BEMIDJI STATE UNIVERSITY

A member of the colleges and universities of Minnesota State, Bemidji State University is an affirmative action, equal opportunity educator and employer. This document is available in alternative formats to individuals with disabilities by calling 1-800-475-2001 or 218-755-3883. Communications & Marketing 11-166



MINNESOTA STATE