

International Student Checklist

*Please read the following information
BEFORE completing your application.
Retain this for your records!*

- Sign the Application
- Submit \$100.00 (U.S. dollars.)
non-refundable application fee
- Send Required Test Scores
(See Application Requirements)
- Submit Financial Certificate of
Sponsorship. (This form must be
complete)
- Submit International Data Form
- Request "Verification of Funds"
letter from a bank official.
- Request Foreign Credential
Evaluation *(See application
requirements for the address)*
- Request Academic Records
(See Application Requirements)
- Transfer Verification Form
(if applicable)

PLEASE NOTE: *A decision
letter will not be issued until all of
the application requirements have
been met.*

CHICAGO STATE
UNIVERSITY

CSU

APPLICATION *for* ADMISSION

International
UNDERGRADUATE

**Office of Admissions
Cook Administration Building
Chicago State University
9501 South King Drive / ADM 200
Chicago, Illinois 60628-1598**

PHONE (773) 995-2513

FAX (773) 995-3820

E-MAIL: ug-admissions@csu.edu

WEB SITE: www.csu.edu

ADMISSION INFORMATION

University and Admission Policies

Chicago State University operates all of its activities and provides all benefits to students and employees without regard to race, color, creed, religion, national origin or sex. The University does not discriminate on the basis of handicap in admission or access to its programs.

- Admission to the university does not imply admission to a particular program. Colleges and departments may have additional requirements.
- A thirty U.S. dollars (\$100.00) non-refundable fee (check, money order or bank draft only) must be submitted with the international application.
- This application and fee is only valid for the semester that you indicate. However, you may defer the application and fee for one time only by notifying the admission office in writing four weeks prior to the opening day of the semester that is indicated by your initial application. Otherwise, a new application and fee will be required.
- All applications and documents will be retained for one year from the semester for which you applied, after which time applications and documents will be discarded if the applicant has not enrolled at the university or deferred the application to a later semester.
- All accepted students are required to participate in the University Placement/Proficiency Examination in English, mathematics, and reading.

Housing

For information on university housing, please write to or call:

Office of Residence Life
Chicago State University **OR** Call: 773.995.3676
9501 South King Drive
Chicago, Illinois 60628-1598

Immunization/Medical Reports

- All enrollees born after January 1, 1957 are required to show proof of immunity from certain diseases.
- All campus residents and students participating in specialized programs including education, nursing and allied health programs, upon acceptance to the university and prior to registration, must submit complete medical reports, signed by a physician.
- For further information on immunization or medical reports, contact the **WELLNESS CENTER**, Room ADM 131 call **773.995.2010** or email: **csu-wellness@csu.edu**

Questions? Need more information about Chicago State?

For tour information, please call the Office of Admissions at 773.995.2513.

Send all application materials to:

Office of Admissions
Chicago State University
9501 South King Drive / ADM 200
Chicago, Illinois 60628-1598

If you require accommodation due to a disability in order to complete the application process, please contact the ADA Coordinator, Abilities Office, SUB 198, 773.995.4401, TTY 773.995.3776. *Please allow sufficient time to arrange the accommodation.*

VISIT OUR WEBSITE: www.csu.edu

SPECIFIC REQUIREMENTS

A. Academic Documents Required

1. ORIGINAL OR CERTIFIED TRUE COPIES

of credentials from all secondary and post-secondary schools attended in the United States and abroad. (Records must list the subjects studied and grades/marks earned for each subject signed by a school official.)

2. CREDENTIALS FROM ALL SECONDARY AND POST-SECONDARY SCHOOLS

attended abroad must be accompanied by a certified and detailed evaluation from a nationally known credentials evaluator.

Evaluation reports will be accepted from:

EDUCATIONAL CREDENTIALS EVALUATORS, INC.
P. O. Box 514070
Milwaukee, WI 53203-3470
Tel (414) 289-3414 Fax (414) 289-3411
www.ece.org

OR

WORLD EDUCATION SERVICES, INC.
P. O. Box 11623
Chicago, Illinois 60611-01623
Tel (312) 222-6822 Toll free (800) 937-3898
www.wes.org

Evaluation reports must be sent directly from the service to:

Chicago State University
Office of Admissions
9501 S. King Drive/ADM 200
Chicago, IL 60628-1598

HIGH SCHOOL INFORMATION

High school/secondary school (name) from which you graduated/will graduate _____

GRADUATION DATE Month _____ Year _____ City _____

Country _____

COLLEGE INFORMATION

List all post-secondary schools, colleges, universities and proprietary schools attended (including this university).
Begin with the most recent. Official transcripts must be submitted for each institution attended.

SCHOOLS ATTENDED (including this university) <i>List most recent first</i>	COUNTRY	ATTENDANCE DATES		DEGREE(S) OR HOURS EARNED
		<i>from</i>	<i>to</i>	

CERTIFICATION

I certify that the statements made on this application are correct and complete including a report of all possible collegiate credit and criminal history as described above. I understand that withholding information requested on this application or giving false information may make me ineligible for admission to CSU or subject to dismissal. I agree to maintain an accurate mailing or electronic address to which my statement of account can be mailed and to make payment of all due amounts by published deadlines. If my account becomes delinquent, I understand that my account will be placed with a collection agency and could be subject to litigation and I agree to pay all associated costs. Further I understand and agree that my unpaid tuition and receivable account is considered an extension of credit and creates a loan due the university. I authorize CSU to maintain all my records under my legal name and understand these records and credentials in support of my application are the property of CSU and will not be returned or reproduced. I give permission to officials at all institutions I have attended to release information needed by CSU to substantiate statements I have made on this application. I give permission to CSU Dean of Students to conduct a criminal background check, if I answered affirmatively to any of the Public Safety questions on this application.

SIGNATURE _____ Date: _____

A \$100.00 non-refundable application fee must be submitted with the application.
 Do not send cash. Please send a check or money order (amount in U.S. dollars), payable to Chicago State University.

PUBLIC SAFETY QUESTIONS

Chicago State University is committed to maintaining a safe environment for our students.
 Answering "Yes" to any of the following will not automatically prevent admission. All applications are reviewed.

1. Have you pled guilty or no contest to, or been convicted of a felony? Yes No
2. Have you pled guilty or no contest to, or been convicted of any crime involving violence or the threat of violence?..... Yes No
3. Do you have any criminal charges pending against you involving a felony, violence, or threat of violence? Yes No
4. Have you ever been expelled, dismissed, placed on probation or suspension or subjected to any other disciplinary sanction from any other college or university for an offense involving violence or the threat of violence? Yes No

- If you answered "Yes" to any of the questions above, please do the following:
- Send an explanation of the circumstances, including your name and the date of birth
- Request that the Circuit Clerk of the Court(s) in which the order of conviction was entered send a copy of your records (for questions 1-3 only)

CONTINUED ON OTHER SIDE »

Please TYPE or PRINT legibly.

International Data Sheet

PLEASE READ ALL THE INSTRUCTIONS BEFORE FILLING OUT THIS FORM. Complete ALL sections of the application.

STUDENT'S NAME

Family (Last) Name _____ First (Given) Name _____ Middle _____

SPOUSE'S NAME (If applicable)

Family (Last) Name _____ First (Given) Name _____ Middle _____

PERMANENT ADDRESS

Town/City _____ Province _____ Country _____

E-MAIL ADDRESS _____ @ _____ **POSTAL** _____

NAMES OF DEPENDENT CHILDREN (If applicable)

1st Child's Name _____ Age _____ 3rd Child's Name _____ Age _____

2nd Child's Name _____ Age _____ 4th Child's Name _____ Age _____

COUNTRY OF BIRTH _____ **Country of Citizenship** _____ **Date of Marriage** (If applicable) _____

GENDER Male ___ Female ___ **DATE OF BIRTH** Month _____ Day _____ Year _____ **INTENDED MAJOR** _____

TOEFL Score (If taken) _____ Date _____ **SEMESTER for which you are applying** (Check one) FALL (August) ___ SPRING (January) ___

If you are ALREADY IN THE UNITED STATES, please answer the following questions

When did you enter? Month _____ Day _____ Year _____ If you currently have an "F1" Visa, which school issued it? _____

SECONDARY SCHOOLS and COLLEGES/UNIVERSITIES ATTENDED, list all in chronological order.

Name of School/College/University	Location	Attended (from/to)	Certificate/Degree	Date Awarded
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

IN US DOLLARS, what amount of money is available to you to cover your tuition and other educational expenses each year? \$ _____

Who/What is the source of these funds? _____

STUDENT'S SIGNATURE

I certify that the above statements are true and complete to the best of my knowledge.

Student's Signature _____ Date _____

Financial Certificate of Sponsorship for International Students

Name _____ Date of Birth _____
 Family (Surname) First (Given) Middle name Month/Day/Year

Signature _____ Date _____ Gender: Male ___ Female ___

Important - Please Read Carefully

THIS FORM MUST BE ACCOMPANIED by an original bank statement, verifying the sponsor has the equivalent of at least \$35,000.00 USD in an account to support the applicant's first-year expenses at Chicago State University. The name on the bank statement must exactly match the name of the sponsor you provide on this application.

Financial documents must be in English and issued within nine months prior to date of receipt at the Office of Admissions. These documents become property of Chicago State University and they will not be returned. Students should keep copies for their own records. Please note that U.S. consulates and embassies require current original documents at the time of F1 visa application. Funds must be accessible prior to the first day of classes.

Example of documents that ARE acceptable: ORIGINAL bank letters signed by a bank official; original bank statements issued directly from the bank; loan or award letters stamped or certified by a lending institution.

Examples of documents that ARE NOT acceptable: photocopies of bank letters; Internet bank statements; bank documents without account holder name in English; checking accounts.

Estimated Itemized Costs for Fall-Spring (nine months) 2012-2013	
Tuition and Fees:	\$19,754.00
Books and Supplies:	\$1,800.00
Housing and Food (Double Occupancy):	\$8,222.00
Health Insurance:	\$920.00
Local Transportation:	\$800.00
Miscellaneous:	\$3,500.00
Total:	\$34,996.00

If a student intends to take summer courses (optional) please take account for additional expenses.

Sponsor – Declaration and Certification of Finances

Please have your sponsor fill out and sign the following:

Name of Sponsor (Print) _____ Amount\$: _____ U.S. dollars

Relationship of Sponsor to Applicant _____

I hereby agree to sponsor above named student for the length of his/her undergraduate program at Chicago State University.

Signature of Sponsor _____ Date _____

Original signature is required. Fax copies are not acceptable. A Certificate of Eligibility (Form I-20) will not be authorized until this form is completed and returned to:

Chicago State University

ADM 200 • Office of Admissions • 9501 So. King Drive, Chicago, IL 60628

Please TYPE or PRINT legibly.

International Application for Undergraduate Admission

PLEASE READ THE INSTRUCTIONS BEFORE FILLING OUT THIS FORM. Complete ALL sections of the application. A non-refundable application fee of \$100.00 made payable to Chicago State University must accompany this completed application form.

FOR OFFICE USE ONLY ID# FOR OFFICE USE ONLY

SEMESTER YOU ARE APPLYING FOR ADMISSION: [] FALL (August), Year [] SPRING (January), Year

[] Mr. [] Ms. [] Mrs. LAST NAME (Family name)

First Name (Given name) M.I. Former Name

PERMANENT ADDRESS (Outside U.S) Apt. No. Number and Street

City Providence/State

Country (other than U.S.) Postal

MAILING ADDRESS Apt. No. Number and Street

City Providence/State

Country (other than U.S.) Postal

DAY PHONE (Area Code) EVE PHONE (Area Code) E-MAIL

BIRTHDATE Month Day Year [] Male [] Female MARITAL STATUS: [] Single [] Married

ETHNIC ORIGIN (Your response to this question is optional and will not affect the admission decision; it is requested so that we may demonstrate to federal and state agencies that this institution is in compliance with appropriate regulations.)

[] Asian or Pacific Islander [] Black (Non-Hispanic) [] American Indian or Alaskan Native [] Hispanic [] White (Non-Hispanic)

Country of Citizenship Country of Birth

Type of Visa

IN CASE OF EMERGENCY, CONTACT Last Name (family name)

First Name (given name) Day Phone (Area Code) Eve Phone (Area Code)

EMERGENCY ADDRESS Apt. No. Number and Street

City Providence/State

Country (other than U.S.) Postal RELATIONSHIP [] Parent [] Guardian [] Spouse [] Sponsor

I AM APPLYING AS A [] Freshman [] Transfer [] Second Bachelor's Degree

INTENDED MAJOR CODE (see other side) Major code description:

HAVE YOU PREVIOUSLY APPLIED TO OR ATTENDED THIS INSTITUTION? [] NO [] YES, Indicate Term Year

NOTE: If you attended /applied to Chicago State University at any time, it is very important that you provide those dates as to not delay the processing of your application!

CONTINUED ON OTHER SIDE >>

3. FRESHMEN APPLICANTS

(Applicants who have not attended a post-secondary institution) All CSU freshmen applicants are required to submit official results of a national or international standardized examination. International applicants have the option of submitting ACT, SAT, TOEFL *(Test of English as a Foreign Language), IELTS (International, English, Language, Testing System) results. A minimum ACT composite score of 18 is required. A minimum SAT combined score of 870 is required. A minimum TOEFL score of 525 on the paper-based test, or 195 computer-based or 69 internet is required.

**Minimum IELTS score required is 7.*

FOR MORE INFORMATION ON THESE EXAMS

www.act.org www.ielts.org

OR

SAT TESTING

www.collegeboard.com

Tel 609/771-7600

**For information on this examination, write to TOEFL, Educational Testing Service, P.O. Box 6155, Princeton, NJ 08541-6155, USA, or inquire at the U.S. Consulate nearest you or visit the TOEFL website at www.toefl.org.*

4. TRANSFER APPLICANTS

An international student transferring to CSU from another post-secondary institution will be admitted as a freshman unless the transfer student has obtained a minimum of 24 semester hours or 36-quarter hours from an accredited college or university. We will need an International Transfer Verification from U.S. College(s)/University(s) previously attended. See our website www.csu.edu/Admissions/international to download the form.

English Language Proficiency

International applicants whose native language is not English must present evidence of proficiency in oral and written English by obtaining a satisfactory score on the Test of English as Foreign Language (TOEFL). The TOEFL code for CSU is 1118.

International applicants are not subject to the CSU TOEFL/IELTS requirements if any of the following factors apply:

- The applicant completed secondary education in a country where the native or official language is English; **OR**
- The applicant completed secondary education at a institution where English was the medium of instruction; **OR**
- The applicant has completed a minimum of 24 semester hours or 36-quarter hours at an accredited U.S. College or university.

B. Evidence of Financial Support

- Submit a completed **Financial Certificate of Sponsorship**.
(Use enclosed form.)
- Furnish evidence**, in the form of a letter from the bank or employer, indicating that monies (amount in U.S. dollars) are available to meet the financial needs of the student.

C. Additional Demographic Information

Submit a completed **International Data Sheet**. (Use enclosed form.)

Application Deadlines

International applicants are accepted for each semester according to the following deadlines:

FALL SEMESTER..... May 1

SPRING SEMESTER..... September 1

Crime Awareness and the Clery Act

In compliance with the Jeanne Clery Disclosure of Campus Crime Statistics Act, 20 U.S.C. 1092, the Annual Campus Security Report is available on the CSU Police Department website at <http://www.csu.edu/CSUPolice/index.htm>.

The Annual Security Report contains crime statistics for the three previous calendar years of reported crimes that occurred on campus or on public property within or immediately adjacent to campus. It also contains information on

- (1) the reporting of crimes or emergencies,
- (2) security of, and access to, campus facilities,
- (3) university police law enforcement authority,
- (4) security awareness programs and practices,
- (5) crime prevention programs,
- (6) drug and alcohol policy and programs,
- (7) crime statistics
- (8) where to find information on Illinois registered sex offenders, and
- (9) policy and procedures regarding sexual assault.

Individuals can request a paper copy of the report by submitting a written request to the CSU Police Department, 9501 South King Drive O&M Building Room #210, Chicago, Illinois 60628-1598. If additional information is required regarding campus safety and security measures, please contact the CSU Police Department at 773-995-2113.

Additionally, in compliance with Illinois P.A. 95-764, and in an effort to educate the campus community about sexual assault (including prevention and awareness of sex offenses, procedures to follow if a sex offense occurs, procedures for on campus disciplinary action, possible sanctions, and distribution), online resources and campus-sponsored awareness programs are offered on an ongoing basis throughout the year. Information about above policies, procedures, services, and programs can be obtained from the Department of Student Affairs, CSU Police Department and the Student Handbook.

NOTE: An admission decision will not be made until all of the application requirements have been met. Provisional or probationary admission will not be granted. Academic Documentation must show an overall grade point average of "C" or higher.

Major/Option Degree Codes

College of Arts and Sciences

AFAM.....African American Studies
ARTArt
ADGN.....Art, Design Option
ARTTArt, Teacher Preparation K-12 Option
BIOL.....Biology
BIOE.....Biology, Environmental Option
BIOMBiology, Microbial/Molecular Option
BIOP.....Biology, Premedical/Pre dental Option
BIOTBiology, Secondary Teaching Option
CHEM.....Chemistry
CHMBChemistry, Biochemistry Option
CHMI.....Chemistry, Industrial Option
CHMT.....Chemistry, Secondary Teaching Option
CMATCommunications, Media Arts, & Theatre
CPTRComputer Science
CJ.....Criminal Justice
ENGREngineering Studies
ELIT.....English, Literature Option
EPTW.....English, Professional & Technical Writing Option
ENGTEnglish, Secondary Teaching Option
GEOGGeography
GEOTGeography, Secondary Teaching Option
HISTHistory
HSSTHistory, Secondary Teaching Option
INTLInternational Studies
LBST.....Liberal Studies
MATH.....Mathematics
MATTMathematics, Secondary Teaching Option
MUS.....Music
MUST.....Music, Teacher Preparation K-12
PHYS.....Physics
PHYT.....Physics, Secondary Teaching Option
POL.....Political Science
PPHR.....Prepharmacy Option
PSYCPsychology
SOC.....Sociology
SPAN.....Spanish
SPATSpanish, Secondary Teaching Option

College of Business

ACCTBusiness Administration, Accounting Option
FINBusiness Administration, Finance Option
MISBus Admin, Management Information Systems Option
MGMT.....Business Administration, Management Option
MKTG.....Business Administration, Marketing Option

College of Health Sciences

HIA.....Health Information Administration
HPCommunity Health
HSC.....Health Sciences - Pre-Occupational Therapy
PPTHealth Sciences - Pre-Physical Therapy
NURSNursing

College of Education

BILBilingual Elementary Education
CTE.....Career & Technical Education
ECHEarly Childhood Education
EHC.....Early Childhood Education, Child Studies Option
ELEDElementary Education
EMID.....Elementary Education, Middle School Option
PEHealth, Physical Education & Recreation, PE Option
RECHealth Physical Education & Recreation, REC Option

Non-Traditional

ICBA.....Individualized Curriculum - BA
ICBSIndividualized Curriculum - BS
UWBA.....University Without Walls - BA
UWBSUniversity Without Walls - BS

Undecided

UNDC.....Undecided (FRESHMEN ONLY)

Application Priority Processing Deadline Dates

FALL SEMESTER.....May 1
SPRING SEMESTER.....September 1