

# Chemeketa International Admissions Information

Thank you for your interest in attending Chemeketa. All documents can be sent by fax or scanned and e-mailed *if the originals are also sent by postal mail.*

The following checklist is designed to help you complete our application.

## Application forms and documents to submit:

### All new students:

- Complete the International Admission Application pages (1–4)
- A copy of your passport and any previous US visas
- All required financial documents:
  - Bank Statements, signed by a bank official, indicating the name of the account holder and the amount of funds available. All statements must be dated within the last 60 days.
  - Submit a Copy of Your Scholarship Award Letter, signed by an official of the sponsoring agency, indicating support guaranteed.
  - If anyone has agreed to sponsor you, please have them complete the International Student Letter of Support (page 4)

### Transfer students in the US:

- If you are transferring from a school in the United States in addition to the items above you must:
  - Have your current International Student Advisor fill out the International Student Transfer Questionnaire and return it to Chemeketa
  - Submit a transcript.
  - Submit copies of your I-94 and I-20 from current school

### English language requirements:

#### **NO TOEFL or IELTS scores are required for admissions.**

Chemeketa offers comprehensive language and college level studies and can accept students at all levels.

- *All students who enter Chemeketa will take required English &/or college placement tests during orientation.*
- *Test scores submitted during the admissions process are used for advising placement purposes only.*
- This process provides the student with successful class selection.
- Contact us if you, your family, or your advisors have questions regarding our placement process

## IP 2011–2012 deadlines and dates

### Academic year programs (see next page for summer offerings)

	Fall 2011	Winter 2012	Spring 2012
Overseas	August 1	November 1	February 1
In-country transfer	September 1	December 1	March 1
Visa appointment	September 1	December 1	March 1
Arrival	September 15 & 16	December 8 & 9	March 15 & 16
Orientation	September 19–20	December 12–14	March 20–22

## Summer program 2011

Chemeketa offers exciting short term summer programs through our Language and Culture institute.

### Special Summer Intensive Programs 2011

**Application & Prepayment Deposit Deadline:** May 1, 2011

**Deadline for Payment in Full:** May 15, 2011

**Session One:** July 18-August 5

**Session Two:** August 8-August 26

Summer students learn about American culture and language, explore and improve English skills. International students can choose to attend all 6 weeks or just one 3-week session (i.e. Session 1: July 18–August 5, Session 2: August 8–26 OR Both Sessions: July 18–August 26.)

For more information visit our website or contact us.

**Email, fax or mail all application documents to International Programs.**

### Notification of acceptance:

When your application is approved we will send you an acceptance e-mail and then mail you a packet that will help you with the next steps. Including:

- Acceptance letter and U.S. Immigration form I-20. Transfer students from schools in the US will get their new I-20 after registering
- F-1 visa and I-901 (Fee Remittance Form) assistance
- Orientation and registration workshop information
- Housing and arrival assistance

### US government regulations require that all International students have:

- Proof that you have the financial ability to pay for the length of your program.
  - Documentation for intensive English and Academic degree programs needs to be for a budget of one year. Documentation for summer programs varies based on length.
  - If you plan to study at Chemeketa for a shorter length of time please indicate that on your application.
  - These will be the same documents that you will need to take to your visa appointment.
  - If you have been awarded a loan, please submit a copy.
- A health insurance plan that meets specific requirements. Do not purchase any other medical insurance plan.
  - Chemeketa has chosen a high quality, reasonably priced insurance policy that meets the requirements. (See application form page 2 for details.) Chemeketa requires international students to purchase this policy. This policy is administered by HTH Worldwide Insurance Services and is underwritten by AET-NA.
  - If your spouse and/or family is entering the U.S. with an F-2 visa, they will also need health insurance coverage.
  - This policy does not cover travel insurance, routine physical exams, or regular eye and dental care. Contact us if you have questions or concerns regarding this policy.

If you, your family, or your advisors have any questions please contact:

### Chemeketa International Programs

International@chemeketa.edu | 1.503.399.2527 Desk | 1.503.428.0399 Cell | 1.503.365.4768 Fax  
www.chemeketa.edu/international/ | 4000 Lancaster Dr. NE, PO Box 14007, Salem, Oregon 97309 USA

# Chemeketa International Admission Application

**General information** Please type or print

**Term of entry:**  Fall (Sept.–Dec.)  Winter (Jan–March)  Spring (April–June)  Summer (June–Aug.) Year \_\_\_\_\_

**Family Name** \_\_\_\_\_ **First Name** \_\_\_\_\_

Male  Female **Date of Birth: Month/Day/Year** \_\_\_\_\_ **Citizenship: Country** \_\_\_\_\_

**Place of Birth: City & Country** \_\_\_\_\_ **Native Language** \_\_\_\_\_

**Passport #** \_\_\_\_\_ Have you already applied for a visa to study in the US?  Yes  No

**Visa type awarded** F J M other \_\_\_\_\_ **Date awarded** \_\_\_\_\_

Please include a copy of your passport and any previous visas with your application.

**Home country: Number and Street** \_\_\_\_\_

**City** \_\_\_\_\_ **Province/State** \_\_\_\_\_

**Country** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

**E-mail** \_\_\_\_\_ **Phone Number** \_\_\_\_\_ **Fax Number** \_\_\_\_\_

**Salem area or overseas advisor contact person: Name** \_\_\_\_\_

**Phone** \_\_\_\_\_ **E-mail** \_\_\_\_\_

**Address** \_\_\_\_\_

Please indicate if your I-20 should be mailed to a different address:

**Home country: Number and Street** \_\_\_\_\_

**City** \_\_\_\_\_ **Province/State** \_\_\_\_\_

**Country** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

**E-mail** \_\_\_\_\_ **Phone Number** \_\_\_\_\_ **Fax Number** \_\_\_\_\_

What is the highest education level you have completed and where? \_\_\_\_\_

*Chemeketa offers all levels of study including intensive English and over 130 college degrees and certificates Test scores are not required for admissions. If submitted with application will be used for placement purposes only.*

What is your education goal? \_\_\_\_\_

**Why do you want to study in the US?**

Intensive English  Undergraduate certificate or Degree  Graduate school preparation

**What major do you prefer?**  Intensive English  Degree (please describe) \_\_\_\_\_

**Are you transferring from another college or language institute in the U.S.?**  Yes  No

**Name of institution** \_\_\_\_\_

**International advisor name and contact information:** \_\_\_\_\_

**How did you learn about Chemeketa?**  Friend or relative  Advisor  Agent  Brochure

Web site  Other \_\_\_\_\_

## For International Admission Use Only:

Date received/Initials \_\_\_\_\_ Date file completed/Initials \_\_\_\_\_

Student ID# \_\_\_\_\_ User ID \_\_\_\_\_ PW \_\_\_\_\_

Acceptance/I-20 sent/Initials \_\_\_\_\_ DHL # \_\_\_\_\_

Other \_\_\_\_\_

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# Chemeketa requirements statement

## Please read and sign

International programs will be allowed to use the above information for purposes of processing the following services: admissions, immigration, medical and/or other items provided by the program.

The college is obligated to disclose information to the U.S. Immigration and Customs Enforcement Agency through the electronic system called SEVIS (Student and Exchange Visitor Information System).

## Academic Requirements

The following academic requirements are based on college and federal policy governing international students on an F-1 visa. They apply to you once you are admitted. If you do not meet these requirements, it may result in academic probation or dismissal. Failure to comply with items related to the USCIS ruling governing F-1 student status could affect your status with the U.S. Department of Immigration.

1. Each student must complete a minimum of 12 credit hours with a 2.0 GPA each term or 18 hours per week (Non-credit), with the exception of one term a year which is considered a vacation term. Vacation term only occurs after three (3) full-time consecutive terms. Chemeketa recognizes summer as an official vacation term. Challenge and online courses may not apply.
2. Each student must complete his/her study in an appropriate timeline, as printed on the I-20, or request an extension.
3. Each student must inform Chemeketa of his/her current address, phone and e-mail within one week of change.
4. Each student must participate in the orientation and Student Success process, which will include a registration workshop, classes, and supplemental instruction advising. All international students will take placement testing upon arrival. All students will take or successfully challenge required Orientation classes.

## Health Insurance Requirements

Each student is required to obtain illness and accident insurance through Chemeketa that meets the requirements listed below. Prior to registration the insurance premium must be paid for. No insurance coverage is provided until payment in full is received:

- \$250,000 benefit per accident or illness (\$1,000,000 lifetime maximum: Coverage payable at 100% after \$15 co-pay.)
- \$50,000 for medical evacuation: (If you become ill or have an accident and need to be sent home for care, this will pay for your transportation.)
- \$25,000 for repatriation of remains: (If you die because of an accident or illness, this pays for the return of your body to your country.)
- Insurance coverage is applicable anywhere in the world including the student's home country.
- Insurance must remain active from date of arrival in the U.S. until date of departure or transfer
- All funds payable in the U.S.

## By signing this form, I certify that I have read, understood and agree to the terms and conditions listed:

- Academic requirements (see above)
- Health insurance requirements: (see above)
- Chemeketa Community College release of information: Chemeketa releases only very limited information regarding a student's: enrollment status, dates of enrollment, degree or certificate, program of study, athletic status, or honors awarded. (If you do NOT want any person outside the college, including prospective employers, to know any of this information, you must file a Request for Non-Disclosure of Student Information Form with Admissions. This form can be completed once you arrive on campus)
- I certify that all statements on this application are complete and true.
- I understand that if I am admitted and do not enroll for the term for which I am admitted, I will need to reapply for admission. Submitted materials will not be returned nor duplicated.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

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# International Student Affidavit of Financial Resources

Name of student: \_\_\_\_\_

To verify that you have sufficient funds to meet your expenses, complete the following section. If you are married and plan to bring your spouse and any children, a proportionately larger amount must be certified. Please contact us for additional amounts required.

If married, will your family accompany you to the U.S.?  Yes  No List the name(s) and relationships below:

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Relationship \_\_\_\_\_

Required information and documentation:

Financial responsibility for 2011–2012, demonstrated funding must equal program totals below. Please list amount of financial support in US dollars.

	One term (3 months)	Academic year (9 months)
Tuition, fees and required health insurance	\$3,000	\$10,000
Books and supplies (does not include a computer)	\$400	\$1,200
Housing, Food, transportation and other personal expenses (estimated housing costs based on host family or roommate, transportation does not include the purchase of a car)	\$2,500	\$7,500
<b>TOTALS</b>	<b>\$5,900</b>	<b>\$18,700</b>

\*Tuition estimates are subject to change. Estimates are based on average full time registration. Credit level programs require a min. of 12 credits per term at \$235 per credit. Intensive English study is charged at a lower rate. Required fees will include health insurance. Academic & technology fees vary depending on course registration. For more specific information contact International Admissions.

## Personal Funds

Name on account: \_\_\_\_\_ Guaranteed Support \$ \_\_\_\_\_ USD

## Family Funds

List name: \_\_\_\_\_ Guaranteed Support \$ \_\_\_\_\_ USD

Relationship to you \_\_\_\_\_

Submit all required bank statements, signed by bank official, indicating the name of the account holder and the amount of funds available. All statements must be dated with in the last 60 days

Scholarship, grant or loan \_\_\_\_\_

Name of Agency \_\_\_\_\_ Guaranteed Support \$ \_\_\_\_\_ USD

Address: \_\_\_\_\_

Submit a copy of your award letter, signed by an official of the sponsoring agency, indicating support guaranteed.

Sponsor or other source (specify) Name of grantor: \_\_\_\_\_ Guaranteed Support \$ \_\_\_\_\_ USD

Address: \_\_\_\_\_

Submit a letter of support and a bank statement, signed by bank official, indicating the name of the account holder and the amount of funds available. All statements must be dated within the last 60 days.

I certify that the information given in this affidavit is true to the best of my knowledge. I understand that Chemeketa Community College may either reject my application or terminate my enrollment if these resources are found to be inadequate. I authorize Chemeketa to release my enrollment information to any person or official listed on this affidavit.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

# International Student Letter of Support

Please copy this letter then type or print information. Submit one letter for each sponsor.

## To Whom It May Concern:

I, \_\_\_\_\_  
(name of parent or sponsor)

will be financially responsible for \_\_\_\_\_  
(student's family name, first name)

while he or she studies at Chemeketa Community College.

## Estimated Budget

	One term (3 months)	Academic year (9 months)
Tuition, fees and required health insurance	\$3,000	\$10,000
Books and supplies (does not include a computer)	\$400	\$1,200
Housing, Food, transportation and other personal expenses (estimated housing costs based on host family or roommate, transportation does not include the purchase of a car)	\$2,500	\$7,500
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For more specific information contact International Admissions.

Financial responsibility includes (please check all that apply):

- Tuition and fees \_\_\_\_\_
- Health Insurance \_\_\_\_\_
- Books and supplies \_\_\_\_\_
- Housing, food, transport and other personal expenses \_\_\_\_\_

Signature of parent or sponsor: \_\_\_\_\_

Date: \_\_\_\_\_ Relationship to student: \_\_\_\_\_



Chemeketa Community College is an equal opportunity/affirmative action employer and educational institution.  
To request this publication in an alternative format, please call 503.399.5192.

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