

**2020-2021**

## **International Student Admissions: Requirements/Checklist**

**STEP ONE:** Apply to Pratt Community College using the online application [CLICK HERE TO APPLY](#)

**STEP TWO:** Submit the admissions requirements listed below via email. All required documents must be **scanned (pdf only)** and emailed to [elyseb@prattcc.edu](mailto:elyseb@prattcc.edu). The subject line of the email must include the student's full name and anticipated semester and year of attendance. **Failure to submit all documents in this manner may result in a delay or denial of acceptance.**

- Copy of passport
- Secondary School (High School) transcript \*see additional transcript information below for official requirements
- College Transcripts (if any)
- [Completed Housing Contract](#)
- Completed "Certificate of Financial Support"
- Completed "TB Questionnaire" \* must provide a negative skin test and/or chest scan if you answer yes to any question
- English Proficiency- Students whose first language is not English are required to document their English proficiency in one of the following ways:
  - TOEFL Scores of: 58 (Writing: 14; Speaking: 14; Reading: 14; Listening: 16)
  - Duolingo English Test Score of 85 or higher
  - Completion of the ELS 109
  - Completion of [KAPLAN INTERNATIONAL Intensive English](#).
  - Successful completion of the [ESL](#) (English as a Second Language) level 9 at the [Hays Language Institute](#).
  - Academic Credit of 12 hours or more from a U.S. Post-Secondary Institution.
  - One year from a U.S. High school with a minimum of a 2.5 grade point average.
  - Transcript which shows that all instruction was taught in English with a 2.0 grade point average on a 4.0 scale.

**STEP THREE:** **REQUIRED PREPAYMENT** **\*Due prior to I-20 being sent\***

- Estimated cost statement will be provided and will identify:
  - First Semester cost. The prepayment is the adjusted first semester costs and will be identified on the "Estimated Cost Statement"
- Payment instructions are identified on the Estimated Cost Statement
- Prepayment does not include \$200 housing deposit

### **DEADLINES FOR ABOVE REQUIREMENTS:**

- June 1 for Fall Semester
- November 1 for Spring Semester
- April 1 for Summer Semester

**STEP FOUR:** Contact [elyseb@prattcc.edu](mailto:elyseb@prattcc.edu) to confirm steps 1-3 above are complete and request the issuance of an I-20.

I-20 Details:

- Required to obtain your F-1 VISA
- Provided as soon as prepayment and above requirements are met
- If you currently hold an I-20 please request transfer to Pratt CC
- PCC cannot issue a new I-20 until the former school's I-20 is released in SEVIS
- PCC does not accept SEVIS records transferred in terminated status. The transfer record must be in active status as PCC does not assist with reinstatement.

**STEP FIVE: Pay the SEVIS Fee.** \$350 non-refundable fee paid to U.S. Department of Homeland Security with Form I-901. Your receipt can be printed upon payment and is necessary for scheduling a visa interview appointment. [www.fmjfee.com](http://www.fmjfee.com)

**STEP SIX: Visa Interview.** Students must schedule the visa appointment after paying the SEVIS fee. For information on interview requirements, contact the U.S. Embassy or Consulate.

**STEP SEVEN: Make Travel Arrangements.** Schedule flights to Wichita's Dwight D. Eisenhower National Airport (ICT). Pratt Community College Admissions does not provide airport pickup/transportation.

**STEP EIGHT: ARRIVAL - CHECK IN / CHECK OUT WITH PDSO, Elyse Birdsong**

- Check In with PDSO (Primary Designated School Official)
  - Required within 24 hours of start of classes
- Testing - completed here at PCC after arrival
  - Take ACCUPLACER test to determine class level placement
- Enrollment – completed here at PCC after arrival
  - Enroll in the classes recommended through placement testing / required for major / degree
- Check Out with PDSO
  - Required prior to leaving immediate Pratt area for greater than 72 hours except on college business / sports activities

#### **ADDITIONAL INFORMATION REGARDING OFFICIAL SECONDARY/ HIGH SCHOOL TRANSCRIPTS INTERNATIONAL HIGH SCHOOL/SECONDARY TRANSCRIPT POLICY**

- Official Secondary School transcripts are required to be:
  - Provided in English
    - Student is responsible to utilize a transcript evaluation/translation service to ensure that they are submitting a transcript that is acceptable for use in a US College
- Official transcripts **MUST**
  - Be signed by school official
  - Have a full graduation date (Day / Month / Year)
  - If the transcript is not signed and/or have a graduation date, you **MUST** provide a letter on the school's letterhead, that states the day, month and year of graduation, and be signed by school official
  - If the school official cannot be reached, the student may, upon arrival to campus, write the full graduation date (Day / Month / Year) on the transcript and/or letter and sign the document to make it official.

#### **MEDICAL INSURANCE**

- ALL International Students are required to have Medical Insurance.
  - Medical Insurance may be obtained prior to coming to the US
  - Or, May be purchased in the US
  - PCC does NOT offer Medical Insurance, or recommend medical insurance providers
- ALL International Students **MUST** provide a medical insurance card (proof of insurance)
  - Provide to PDSO (Primary Designated School Official)
  - Within 30 days of check in

**IT IS HIGHLY RECOMMENDED THAT YOU VISIT AND REVIEW “[STUDY IN THE STATES](https://studyinthestates.dhs.gov/)” PRIOR TO TRAVELING TO THE UNITED STATES TO ATTEND COLLEGE.** <https://studyinthestates.dhs.gov/>

Admissions requirements and procedures for international students are subject to change according to the recognized needs of students and the college.

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