Dear Prospective International Student:

Thank you for your interest in Westchester Community College.

The next page is a fact sheet containing important information about the admissions process for international students. Please note that Westchester Community College is a two-year community college and does not provide on-campus housing.

Instructions for completing the international student application are included in this package. Please read the instructions carefully. An application checklist is also included. Be sure to include all documents listed on the checklist. Incomplete applications will not be processed.

Applications are not accepted via email. Please mail all documents to:

Westchester Community College
75 Grasslands Road
Valhalla, NY 10595
USA
ATTN: Anne Marie Verini, G132

You will be notified of your admission decision in writing. Be sure to include an email address so we can contact you and provide you with your User ID. This ID will allow you access to your student portal called MyWCC. When you access the student portal, you will see if you are missing any documents by looking at your “To Do List.” Please note that we are unable to make international telephone calls. If you have any questions, regarding the admission process of the College, please do not hesitate to contact us by email or phone at 914-606-8567. If you would like to schedule an appointment to come in and review the application documents or process, please call (914) 606-5660.

We look forward to receiving your application.

Sincerely,

Anne Marie Verini
International Student Advisor
Degree & Certificate Programs

Associate in Arts Degrees (A.A.)/Associate in Science Degrees (A.S.) are awarded to candidates who successfully complete programs which parallel the first two years of coursework at accredited four-year institutions.

Associate in Applied Science Degrees (A.A.S.) are awarded to candidates who successfully complete programs combining specific career preparation with a firm foundation of coursework in the liberal arts and sciences. Graduates who complete the A.A.S. degree are prepared to seek immediate employment or transfer to four-year institutions to continue study toward a bachelor’s degree and beyond. The A.A.S. graduate who elects to transfer will find that most of the credits completed at Westchester Community College will be readily accepted for credit toward the bachelor’s degree at a receiving institution. (This is contingent upon the requirements of the transfer school and the student having maintained a satisfactory academic record.)

Certificate Programs: prepare students for careers in a variety of skilled occupations. One-year certificate programs provide a way for students to gain job skills for immediate employment or to prepare for career advancement by gaining new skills and credentials. College credits earned in a Westchester Community College certificate program may be applied to an associate degree or may be transferable for those who decide to continue their education at another institution.

Accounting (A.S.)
Business Administration (A.S.)
Business Administration (A.A.S.)
Chemical Dependency Counseling (A.A.S.)
Chemical Dependency Counseling (Cert.)
Civil Technology (A.A.S.)
Communications and Media Arts (A.A.)
Computer Aided Drafting (Cert.)
Computer Applications Specialist (Cert.)
Computer Information Systems (A.A.S.)
Computer Programming (Cert.)
Computer Science (A.S.)
Criminal Justice/Corrections (A.A.S.)
Culinary Arts & Management (A.A.S.)
Culinary Arts/Management (A.S.)
Cybersecurity (A.A.S.)
Cybersecurity (Cert.)
Dietetic Technician (A.A.S.)
Digital Art (Cert.)
Digital Filmmaking (A.S.)
Digital Filmmaking (Cert.)
Direct Care Practice (Cert.)
Early Childhood (A.A.S.)
Early Childhood (Cert.)
Electrical Technology (A.A.S.)
EMS Management (Cert.)
EMT-Paramedic (Cert.)
EMT-Paramedic (A.A.S.)
Energy Systems (A.A.S.)
Engineering Science (A.S.)
Fashion Merchandising (A.A.S.)
Fashion Technology & Production (A.A.S.)
Financial Office Specialist (Cert.)
Foods & Nutrition (A.S.)
Global Business (A.S.)
Human Services (A.S.)
Individual Studies (A.S.)
Liberal Arts/Childhood Education – Teacher Education Transfer (A.A.)
Liberal Arts/Humanities (A.A.)
Liberal Arts/Mathematics & Science (A.S.)
Liberal Arts/Social Science (A.A.)
Marketing (A.S.)
Marketing (A.A.S.)
Mechanical Technology (A.A.S.)
Medical Billing & Coding (Cert.)
Networking (A.A.S.)
Networking (Cert.)
Nursing – LPN (Cert.)
Nursing – RN Day (A.A.S.)
Nursing – RN Evening (A.A.S.)
Office Technologies (A.A.S.)
Office Technologies (Cert.)
Paralegal (A.A.S.)
Paralegal (Cert.)
Performing Arts (A.A.S.)
Radiologic Technology (A.A.S.)
Respiratory Care (A.A.S.) (Rolling Admission to the Wait List)
Small Business Entrepreneurship (Cert.)
Teaching Assistant (Cert.)
Telecommunications Technology (A.A.S.)
Telecommunications Technology (Cert.)
Veterinary Technology (A.A.S.)
Visual Arts (A.A.S.)
Web Development (Cert.)

New degree and certificate programs are being added all the time. Visit us online at www.sunywcc.edu/catalog for an updated list of program offerings.

* Financial Aid is not available to students enrolled in this program.
** This program has an application deadline. Visit www.sunywcc.edu/nursinginfo for details.
*** This entire program may be completed by taking online courses.

Next Steps Toward Your Successful Enrollment

Once you have completed and submitted your Application for Admission, here are your next steps:

- **Step 3. Apply for Financial Aid**
  Financial aid is available through the Office of Student Financial Assistance. Students wishing to apply for financial aid are urged to complete their financial aid applications online at www.fafsa.ed.gov by June 30 for the fall semester and by October 30 for the spring semester. For further information about the application process for financial aid, visit www.sunywcc.edu/finaid.

- **Step 4. Submit Immunization Records**
  New York State Public Health laws require all students to sign the Meningitis Response Form. To download a copy of this form, please visit www.sunywcc.edu/regforms. All students taking 5 or more credits who were born on or after January 1, 1957 must also provide proof of immunity for measles, mumps and rubella. Documentation should be submitted with the application or it may be mailed or faxed to the Health Office.

- **Step 5. Placement Testing**
  In order to ensure that every student has the greatest chance for academic success, Westchester Community College has a mandatory placement testing policy for all new full- and part-time students. The placement examination is a series of short placement tests used to assess students’ competency levels in English, reading, and mathematics. The results are used to assist Academic Advisors as they help students plan their educational program at the college. Transfer students who have successfully completed college-level English and/or mathematics courses with a grade of “C” (2.0 on 4.0 scale) or better will be waived from all or part of the placement test. More information about placement testing, including the testing schedule, can be found online at www.sunywcc.edu/testingcenter.

- **Step 6. Advise and Registration**
  All first-time matriculated students are required to meet with an Academic Advisor who will assist them in the process of class registration. After completing steps 1-5, call the Office of Counseling and Student Development at 914-606-6572 to make an appointment to meet with an Academic Advisor. The Academic Advisor will discuss your academic/career goals with you, review your academic record and placement test results, and assist you in completing the registration process.

- **Step 7. Tuition Payment**
  When, Where, and How
  Please consult the college website (www.sunywcc.edu) for payment dates and deadlines as well as the accepted forms of tuition payment.

Certificate of Residence

In order to qualify for the in-state tuition rate students must currently live in New York State and have lived here for at least one year. Students who have lived in New York for at least one year, but do not live in Westchester County (or have not lived in Westchester County for at least six months), must present a Certificate of Residence from their county of legal residence. A Certificate of Residence Form, and other forms required for registration, can be found on our website at www.sunywcc.edu/regforms.

Need Help? Call or Drop In...

The Office of Admissions is here to assist you in the application and enrollment process. You are invited to meet with an admissions counselor to learn more about the college, our programs, and services. Please call 914-606-6735 or email admissions@sunywcc.edu to schedule an appointment.
The following items must be submitted to complete your application:

1. Application Checklist
   - I have reviewed my application to ensure the required items have been answered.
   - I have signed my application.
   - I have enclosed my non-refundable application fee (check or money order only).
   - My name and address can be clearly read.
   - I have indicated my degree or certificate program of choice.
   - If I am applying for financial aid, I have provided my Social Security Number.

The following items must be submitted to complete your application:

- A final copy of my high school transcripts (indicating date of graduation) sent to the Office of Admissions.
- An official copy of my GED sent to the Office of Admissions.
- Official, sealed copies of all college transcripts forwarded to the Office of Admissions.
- STUDENTS BORN ON OR BEFORE JANUARY 1, 1957: A copy of my immunization record forwarded to the Health Office.
- All students must submit a signed Meningitis Response Form to the Health Office. This form can be found online at www.sunywcc.edu/regforms.

Please print in ink.

A. Enrollment Information

1. Legal Name: ____________________________
   - LAST
   - FIRST
   - MIDDLE INITIAL

2. Former name(s): ________________________
   - LAST
   - FIRST
   - MIDDLE INITIAL

3. Date of Birth: ____________ ____________ ____________
   - MONTH
   - DAY
   - YEAR

   - Male
   - Female

B. Residency Information

9. Have you lived in New York State for the past 12 months? ______ Yes  ______ No  ______
   - STATE OF RESIDENCE

10. Have you lived in Westchester County for the past 6 months? ______ Yes  ______ No  ______
   - COUNTY OF RESIDENCE

If you are a New York State resident but have not resided in Westchester County for 6 months, contact your home county for a Certificate of Residence. Download a Certificate of Residence form at www.sunywcc.edu/regforms.
C. Citizenship Information

11. Are you a US Citizen? [ ] Yes  [ ] No
If no, country of citizenship __________________________

If you are not a US Citizen, please complete the box below

NON US CITIZENS

12. Are you a legal permanent resident of the United States? [ ] Yes  [ ] No
If yes, please provide your Alien Registration Number ______________________

13. Do you hold an F1 visa? [ ] Yes  [ ] No
- If No, do you wish to apply for a student (F1) visa? [ ] Yes  [ ] No
  Please contact the International Student Office at 914-606-8567.
- If you have an F1 visa from another school, you must go through the International Student Office and complete the process.
- Students who are granted a student (F1) visa must enroll and attend full-time (12 or more credits).

14. Do you hold a visa other than F1? [ ] Yes  [ ] No
[ ] B1 [ ] B2 [ ] J1 [ ] H [ ] Other ________________________________

D. Regional Information

15. Ethnicity

A variety of government agencies require that institutions of higher education report student enrollments by ethnic status. The information requested in this section will assist us in meeting this requirement. Please check the appropriate box. (Response is optional and will not affect your admission in any way.)

Are you Hispanic/Latino? [ ] Yes  [ ] No
If Hispanic/Latino, please indicate which of the following would best describe your background? (select one)
[ ] Cuban  [ ] Dominican  [ ] Other Hispanic/Latino
[ ] Puerto Rican  [ ] Mexican
Please indicate your race (select one or more)
[ ] American Indian or Alaskan Native
[ ] African Hawaiian or other Pacific Islander  [ ] Asian  [ ] Black or African American
[ ] White

16. Military Status

Have you ever served in the United States Military? [ ] Yes  [ ] No
If yes, please indicate current military status
[ ] Active Military Duty  [ ] Retired  [ ] Veteran  [ ] Dependent of Active Duty Personnel  [ ] Other

E. Educational Goal

17. I am applying as:  [ ] Freshman  [ ] Transfer

18. I plan to begin my studies:
[ ] January 20___  (spring)  or  [ ] September 20___  (fall)

19. I plan to study:  [ ] Full-time (12 OR MORE CREDITS)  [ ] Part-time (1-11 CREDITS)

20. On the line below, please indicate your intended major from the list of Degree & Certificate Programs included in this application.

21. For what reason are you requesting admission to Westchester Community College? Choose the one response which best describes your intention.
- Transfer to another SUNY college after earning a degree/certificate at Westchester Community College.
- Transfer to a non-SUNY college after earning a degree/certificate at Westchester Community College.
- Transfer to the SUNY college without earning a degree/certificate at Westchester Community College.
- Transfer to a non-SUNY college without earning a degree/certificate at Westchester Community College.
- Earn a degree/certificate and seek employment rather than pursue further post secondary education.
- Enroll in course work to learn new skills or upgrade job skills without earning a degree.
- Enroll in course work for personal enrichment or enjoyment, rather than earning a degree.
- Obtain a Certificate of General Education Development (GED) through the accumulation of college credits.
- Uncertain. I have not determined my educational goal at this time.

F. Academic History (Final/official transcripts required)

Did you, or will you graduate from high school? [ ] Yes  [ ] No
(if no, please proceed to question 25)

22. High School:

NAME OF HIGH SCHOOL __________________________

FROM TO

COLLEGE/UNIVERSITY   CITY   STATE

23. Graduated _______ _______ Will Graduate _______ _______

MONTH  YEAR  MONTH  YEAR

24. Type of high school diploma received or expected:
- [ ] Regents
- [ ] Local
- [ ] IEP*

*A student who completes high school with an IEP diploma does not qualify for open admission. Please contact the Office of Admissions for information on applying for the 24-Credit GED program.

25. If you did not graduate from high school, did you receive a General Equivalency Diploma (GED)?
- [ ] Yes  DATE ISSUED _______ _______
  (Attach a copy of GED diploma and scores with this application)
- [ ] No  (Please contact the Office of Admissions for information on applying for the 24-Credit GED program.)

26. Transfer Students ONLY

List all other colleges attended (most recent first)

College/University __________________________

City   State

Dates Attended FROM TO __________________________

Degree Received __________________________

NOTE: It is your responsibility to send official college transcripts, CLEP, and/or Advanced Placement score reports to the Transfer Credit Evaluator, Westchester Community College Office of Admissions.

27. Check if you would like more information to be sent to you on any of the following:
- [ ] Financial Aid
- [ ] Educational Opportunity Program
- [ ] Support Services for students receiving TANF Benefits
- [ ] Intercolligate Athletics
- [ ] On-Campus Childcare
- [ ] Support Services for students with a disability
- [ ] TRIO Program
- [ ] Veteran’s Benefits
- [ ] Career and Transfer Center
- [ ] Honors Program
- [ ] Scholarships

More information can be found on any of the above programs by visiting www.sunywcc.edu.
C. Citizenship Information

11. Are you a US Citizen?   Yes  ☐ NO ☐
If no, country of citizenship ________________________________

If you are not a US Citizen, please complete the box below

NON US CITIZENS

12. Are you a legal permanent resident of the United States?   Yes  ☐ NO ☐
If yes, please provide your Alien Registration Number _______ _______ _______ — _______ _______ — _______ _______ _______

13. Do you hold an F1 visa?   Yes  ☐ NO ☐
   • If No, do you wish to apply for a student (F1) visa?   Yes  ☐ NO ☐ Please contact the International Student Office at 914-606-8567.
   • If you have an F1 visa from another school, you must go through the International Student Office and complete the process.
   • Students who are granted a student (F1) visa must enroll and attend full-time (12 or more credits).

14. Do you hold a visa other than F1?   Yes  ☐ NO ☐
   ☐ B1 ☐ B2 ☐ J1 ☐ H ☐ Other ________________________________

D. Regional Information

15. Ethnicity

A variety of government agencies require that institutions of higher education report student enrollments by ethnic status. The information requested in this section will assist us in meeting this requirement. Please check the appropriate box. (Response is optional and will not affect your admission in any way.)

Are you Hispanic/Latino?   Yes  ☐ NO ☐
If Hispanic/Latino, please indicate which of the following would best describe your background? (select one)
☐ Cuban ☐ Dominican ☐ Other Hispanic/Latino
☐ Puerto Rican ☐ Mexican
Please indicate your race (select one or more)
☐ American Indian or Alaskan Native ☐ Native Hawaiian or other Pacific Islander
☐ Asian ☐ Black or African American ☐ White

16. Military Status

Have you ever served in the United States Military?   Yes  ☐ NO ☐
If yes, please indicate current military status
☐ Active Military Duty ☐ Retired ☐ Veteran
☐ Dependent of Active Duty Personnel ☐ Other ________________________________

E. Educational Goal

17. I am applying as:   ☐ Freshman ☐ Transfer

18. I plan to begin my studies:
   ☐ January 20_______ (Fall)
   ☐ September 20______ (Fall)

19. I plan to study:   ☐ Full-time (12 OR MORE CREDITS) ☐ Part-time (1-11 CREDITS)

20. On the line below, please indicate your intended major from the list of Degree & Certificate Programs included in this application.

____________________________________________________________________________________________________

21. For what reason are you requesting admission to Westchester Community College? Choose the one response which best describes your intention.
☐ Transfer to another SUNY college after earning a degree/certificate at Westchester Community College.
☐ Transfer to a non-SUNY college after earning a degree/certificate at Westchester Community College.
☐ Transfer to a SUNY college without earning a degree/certificate at Westchester Community College.
☐ Earn a degree/certificate and seek employment rather than pursue further post secondary education.
☐ Enroll in course work to learn new skills or upgrade job skills without earning a degree.
☐ Enroll in course work for personal enrichment or enjoyment, rather than earning a degree.
☐ Obtain a Certificate of General Education Development (GED) through the accumulation of college credits.
☐ Uncertain. I have not determined my educational goal at this time.

F. Academic History (Final/official transcripts required)

Did you, or will you graduate from high school?   Yes  ☐ NO ☐ (if no, please proceed to question 25)

22. High School:
NAME OF HIGH SCHOOL ________________
CITY STATE ________________
MONTH YEAR ________________

23. Graduated — — — — WILL Graduate — — — —
DATE ISSUED — — — — (Attach a copy of GED diploma and scores with this application)

24. Type of high school diploma received or expected:
☐ Regents ☐ Local ☐ IEP*
*A student who completes high school with an IEP diploma does not qualify for open admission. Please contact the Office of Admissions for information on applying for the 24-Credit GED program.

25. If you did not graduate from high school, did you receive a General Equivalency Diploma (GED)?
☐ Yes DATE ISSUED — — — — — — — — — — — — — — — — (Attach a copy of GED diploma and scores with this application)
☐ No (Please contact the Office of Admissions for information on applying for the 24-Credit GED program.)

26. Transfer Students ONLY
List all other colleges attended (most recent first)

<table>
<thead>
<tr>
<th>College/University</th>
<th>City</th>
<th>State</th>
<th>Dates Attended From</th>
<th>Degree Received</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

NOTE: It is your responsibility to send official college transcripts, CLEP and/or Advanced Placement score reports to the Transfer Credit Evaluators, Westchester Community College Office of Admissions.

27. Check if you would like more information to be sent to you on any of the following:
☐ Financial Aid ☐ Educational Opportunity Program ☐ Support Services for students receiving TANF Benefits
☐ Intercolligate Athletics ☐ On-Campus Childcare ☐ Support Services for students with a disability
☐ TRIO Program ☐ Veteran's Benefits ☐ Career and Transfer Center
☐ Honors Program ☐ Scholarships

More information can be found on any of the above programs by visiting www.sunywcc.edu.
G. Additional Information

28. Have you ever been dismissed from a college for academic reasons? ☐ Yes ☐ No
29. Have you ever been dismissed from a college for disciplinary reasons? ☐ Yes ☐ No
30. Have you ever been convicted of a felony? ☐ Yes ☐ No

Response to the following questions is optional and will not affect your admission in any way.

31. Has any member of your family graduated from Westchester Community College? ☐ Yes ☐ No
   If yes, what relationship? ☐ Parent ☐ Sibling ☐ Other ☐ Name:
   If no, would you like information on the ESL program? ☐ Yes ☐ No

32. Was English your primary language spoken as a child? ☐ Yes ☐ No

33. Please indicate the highest level of education earned by your parent(s):
   Father: ☐ HS ☐ Some College ☐ 2 yr College Degree ☐ 4 yr College Degree ☐ Master’s or higher ☐ Other:
   Mother: ☐ HS ☐ Some College ☐ 2 yr College Degree ☐ 4 yr College Degree ☐ Master’s or higher ☐ Other:

H. Applicant’s Signature

I certify that the information provided on this application is complete and accurate in every respect. I understand that falsifying any part of this application may result in cancellation of my admission or dismissal from the college. I am aware that the $35 application fee (enclosed as a check or money order) is non-refundable.

Signature of Applicant __________________________ Date _______ / _______ / _______

Admission is based on the availability of space and qualifications of the applicant. Westchester Community College adheres to the policy that no person on the basis of race, color, creed, national origin, age, gender, sexual orientation, or handicap is excluded from, or is subject to, discrimination in any program or activity. Information collected on this application (Section 355(2) (i) Education Law) will be used to evaluate your request for admission. Failure to provide information could prevent your application from being processed. Information will be maintained in the Registrar’s Office. Information on this application form is accurate as of 10/12.

Application Checklist
☐ I have reviewed my application to ensure the required items have been answered.
☐ I have signed my application.
☐ I have enclosed my non-refundable application fee (check or money order only).
☐ My name and address can be clearly read.
☐ I have indicated my degree or certificate program of choice.
☐ If I am applying for financial aid, I have provided my Social Security Number.

The following items must be submitted to complete your application:
☐ A final copy of my high school transcripts (indicating date of graduation) sent to the Office of Admissions.
☐ An official copy of my GED sent to the Office of Admissions.
☐ Official, sealed copies of all college transcripts forwarded to the Office of Admissions.
☐ STUDENTS BORN ON OR AFTER JANUARY 1, 1957: A copy of my immunization record forwarded to the Health Office.
☐ All students must submit a signed Meningitis Response Form to the Health Office. This form can be found online at www.sunywcc.edu/regforms.
Degree & Certificate Programs

Associate in Arts Degrees (A.A.)/Associate in Science Degrees (A.S.) are awarded to candidates who successfully complete programs which parallel the first two years of coursework at accredited four-year institutions. Students who earn the A.A. degree are prepared to seek immediate employment or transfer to four-year institutions to continue study toward a bachelor’s degree and beyond. The A.A.S. graduate who elects to transfer will find that most of the credits completed at Westchester Community College will be readily accepted for credit toward the bachelor’s degree at a receiving institution. (This is contingent upon the requirements of the transfer school and the student having maintained a satisfactory academic record.)

Certificate Programs: prepare students for careers in a variety of skilled occupations. One-year certificate programs provide a way for students to gain job skills for immediate employment or to prepare for career advancement by gaining new skills and credentials. College credits earned in a Westchester Community College certificate program may be applied to an associate degree or may be transferable for those who decide to continue their education at another institution.

Accounting (A.S.)
Applied Art (Cert.)
Business Administration (A.S.)
Business Administration (A.A.S.)
Chemical Dependency Counseling (A.A.S.)
Chemical Dependency Counseling (Cert.)
Civil Technology (A.A.S.)
Communications and Media Arts (A.A.)
Computer Aided Drafting (Cert.)
Computer Applications Specialist (Cert.)
Computer Information Systems (A.A.S.)
Computer Programming (Cert.)
Computer Science (A.S.)
Criminal Justice/Corrections (A.A.S.)
Criminal Justice/Police (A.A.S.)
Culinary Arts & Management (A.A.S.)
Cybersecurity [A.A.S.]
Cybersecurity (Cert.)
Dietetic Technician (A.A.S.)
Digital Art (Cert.)
Digital Filmmaking (A.S.)
Digital Filmmaking (Cert.)
Direct Care Practice (Cert.)
Early Childhood (A.A.S.)
Early Childhood (Cert.)
Electrical Technology (A.A.S.)
EMS Management (Cert.)
EMT-Paramedic (Cert.)
EMT-Paramedic (A.A.S.)
Energy Systems (A.A.S.)
Engineering Science (A.S.)
Fashion Merchandising (A.A.S.)
Fashion Technology & Production (A.A.S.)
Financial Office Specialist (Cert.)
Foods & Nutrition (A.S.)
Global Business (A.S.)
Human Services (A.A.S.)
Human Services (A.S.)
Individual Studies (A.S.)
Liberal Arts/Childhood Education – Teacher Education Transfer (A.A.)
Liberal Arts/Humanities (A.A.S.)
Liberal Arts/Mathematics & Science (A.S.)
Liberal Arts/Social Science (A.A.S.)
Marketing (A.S.)
Marketing (A.A.S.)
Mechanical Technology (A.A.S.)
Medical Billing & Coding (Cert.)
Networking (A.A.S.)
Networking (Cert.)
Nursing – LPN (Cert.)**
Nursing – RN Day (A.A.S.)***
Nursing – RN Evening (A.A.S.)**
Office Technologies (A.A.S.)
Office Technologies (Cert.)
Paralegal (A.A.S.)
Paralegal (Cert.)
Performing Arts (A.A.S.)
Radiologic Technology (A.A.S.) (Deadline March 1)
Respiratory Care (A.A.S.) (Rolling Admission to the Wait List)
Small Business Entrepreneurship (Cert.)
Teaching Assistant (Cert.)*
Telecommunications Technology (A.A.S.)
Telecommunications Technology (Cert.)
Veterinary Technology (A.A.S.)
Visual Arts (A.A.S.)
Web Development (Cert.)

New degree and certificate programs are being added all the time. Visit us online at www.sunywcc.edu/catalog for an updated list of program offerings.

* Financial Aid is not available to students enrolled in this program.
** This program has an application deadline. Visit www.sunywcc.edu/regforms for details.
*** This entire program may be completed by taking online courses.

Next Steps Toward Your Successful Enrollment

Once you have completed and submitted your Application for Admission, here are your next steps:

Step 3. Apply for Financial Aid
Financial aid is available through the Office of Student Financial Assistance. Students wishing to apply for financial aid are urged to complete their financial aid applications online at www.fafsa.ed.gov by June 30 for the fall semester and by October 30 for the spring semester. For further information about the application process for financial aid, visit www.sunywcc.edu/finaid.

Step 4. Submit Immunization Records
New York State Public Health laws require all students to sign the Meningitis Response Form. To download a copy of this form, please visit www.sunywcc.edu/regforms. All students taking 5 or more credits and who were born on or after January 1, 1957 must also provide proof of immunity for measles, mumps and rubella. Documentation should be submitted with the application or it may be mailed or faxed to the Health Office.

Step 5. Placement Testing
In order to ensure that every student has the greatest chance for academic success, Westchester Community College has a mandatory placement testing policy for all new full- and part-time students. The placement examination is a series of short placement tests used to assess students’ competency levels in English, reading, and mathematics. The tests are used to assist Academic Advisors as they help students plan their educational program at the college.

Transfer students who have successfully completed college-level English and/or mathematics courses with a grade of “C” (2.0 on 4.0 scale) or better will be waivered from all or part of the placement test. More information about placement testing, including the testing schedule, can be found online at www.sunywcc.edu/testingcenter.

Step 6. Advise and Registration
All first-time matriculated students are required to meet with an Academic Advisor who will assist them in the process of class registration. After completing steps 1-5, call the Office of Counseling and Student Development at 914-606-6572 to make an appointment to meet with an Academic Advisor. The Academic Advisor will discuss your academic/career goals with you, review your academic record and placement test results, and assist you in completing the registration process.

Step 7. Tuition Payment
When, Where, and How
Please consult the college website (www.sunywcc.edu) for payment dates and deadlines as well as the accepted forms of tuition payment.

Certificate of Residence
In order to qualify for the in-state tuition rate students must currently live in New York State and have lived here for at least one year. Students who have lived in New York for at least one year, but do not live in Westchester County (or have not lived in Westchester County for at least six months), must present a Certificate of Residence from their county of legal residence. A Certificate of Residence Form, and other forms required for registration, can be found on our website at www.sunywcc.edu/regforms.

Need Help? Call or Drop In...

The Office of Admissions is here to assist you in the application and enrollment process. You are invited to meet with an admissions counselor to learn more about the college, our programs, and services. Please call 914-606-6735 or email admissions@sunywcc.edu to schedule an appointment.
1. **Educational Records**

New international students should apply by **June 15th** to enroll in the September semester or by **November 1st** to enroll in the January semester. All official transcripts (submitted with certified English translation) and other required documents must be on file in the Office of International and Immigrant Student Affairs before the deadline dates. Official transcripts should indicate the name and address of the educational institution, subjects studied, grades earned with grading system explanation, time period for each subject, examinations passed, and certificate, diplomas and degrees received at all secondary, college, university, and professional schools attended. Educational documents should be certified by the American Embassy or Consulate in the student’s home country.

2. **Financial Expenses**

All international students must have sufficient funds to cover college tuition, fees, textbooks, living expenses, transportation expenses, accident and sickness insurance, and other incidental expenses while attending college in the United State. **Tuition and fees are approximately $12,770 (US) PER YEAR** (fall and spring semesters) and living expenses are approximately **$8,000 per year**. For those who are interested, the college offers an accident and sickness insurance program at an annual cost of $956. International students are free to purchase any health insurance plan they prefer. For purposes of estimating annual costs, $1,000 is used as the approximate annual premium for health insurance. Documented evidence of means of financial support (educational and living expenses) must be provided to Westchester Community College for admission and issuance of the Certificate of Eligibility (Form I20A). Students must have these funds available when they register for classes each semester. Visa students may not be employed while attending college unless permission has been granted by the United States Customs and Immigration Service (USCIS). The College does not provide, recommend or supervise housing for students. Total yearly expenses are estimated at **$21,770 (US)**.

3. **Transfer Information**

International transfer students from another U.S. college must apply by **July 15th** for the fall semester or by **December 1st** for the spring semester. International students who wish to transfer from another college must be in good academic standing at their last attended institution with a grade point average of 2.0 or higher. Credits earned at another college and transferred to Westchester Community College are evaluated by the Transfer Credit Evaluator upon submission of official transcripts. Credentials from institutions outside of the U.S. must be evaluated by an evaluation service. See links at the bottom of the Office of International and Immigrant Student Affairs home page for more information regarding foreign credit evaluation.

4. **Visa Information**

USCIS regulations state that a student must attend college full-time (earn 12 credits or more each semester), and make satisfactory progress toward their degree. International students must attend the educational institution approved by USCIS on the Arrival-Departure Record (Form I-94); otherwise the student is subject to deportation. International visa students who intend to transfer to another educational institution must officially do so by obtaining the approval of the institution they plan to attend.

Students will be notified of their acceptance with a letter and a form I-20. Do not try to enter the U.S. without them. If you have any questions, please call the International Student Advising Office at 914-606-8567.

If you are a student who is applying for F-1, student status from within the U.S., you must notify us of the type of visa that you currently have and the date of its expiration. You should only apply to the college if you have been in the U.S. with your current visa for **over three months**. If you are applying within the U.S., but are planning to return to your home country, your materials (including the I-20) will be sent to your home where you will have to make an appointment at the a U.S. Embassy or consul.

**NEW YORK STATE HEALTH LAWS** require all students taking 6 or more credits to sign the Meningitis Response Form and all students taking 6 or more credits who were born on or after January 1, 1957 to provide proof of immunity for Measles, Mumps and Rubella, BEFORE you can register.

*TUITION AND FEES SUBJECT TO CHANGE WITHOUT NOTICE.*
EMAIL

Is our primary means

Of

Communication.

Please

Be sure to include your

CLEARLY WRITTEN

Email address on the application for admission
Please

Be sure to **keep copies** of everything you submit for your own records.

Any document received by the college becomes the property of the college and cannot be copied for you or returned to you.
Application Instructions

Please submit the following items completely with supporting documentation. Incomplete applications will not be considered until all documents are received. Be sure to keep copies of everything you submit for your own records.

1. Westchester Community College Application for Admission.

2. Autobiographical Essay
   The essay should be at least 200 words and focus on why the student wants to attend Westchester Community College.

3. Educational Data Sheet:
   List all the schools and grade levels you have attended including elementary school (primary school), high school (secondary school) and college (university).

4. High School and/or College Transcripts (Translated and evaluated if foreign).
   Any transcript received by the college becomes property of the college and cannot be returned. Make sure you have a copy of your own of any record you submit to our institution. The college recommends the use of World Education Services, www.wes.org, for the evaluation of foreign college or university transcripts. High school transcripts need not be evaluated, only translated into English.

5. TOEFL Exam results, or if already in U.S., Westchester Community College ESL Institute English Evaluation. To be accepted directly into a degree program, your score must be 500 or higher on paper test, 173 or higher on computer test, or 61 on internet based test. If you have not taken a TOEFL exam, you may take an English language evaluation here at the college. Based upon these results, the ESL Institute may recommend that you start with English classes before being accepted into a degree program. TOEFL information is available by calling (609) 771-7100. To schedule an ESL Institute English Evaluation call (914) 606-6656. Students from countries whose native language is English are exempt from this requirement.

6. Affidavit of Support for Free Room and Board (Living expenses).
   This form should be filled out and notarized by sponsors in the United States, who will provide a place to stay for the student at no cost. These sponsors are required to submit a copy of the first two pages of their most current income tax records and a letter from their employer stating the length of employment and annual salary. Room and Board sponsors must earn at least $35,000 per year.

7. Sponsor’s Affidavit of Annual Financial Support
   These sponsors are required to submit a copy of the first two pages of their most current income tax records and a letter from their employer stating the length of employment and annual salary. In addition, these sponsors must submit bank records that total up to the amount of at least one year’s tuition, books, and insurance which would be $13,770. If a student does not have a sponsor providing free room and board, then an additional $8,000 must be available in the bank statement to cover living expenses. In this case, a total of $21,770 must be available in the bank. These dollar amounts reflect the minimum amount required to apply for the student visa/student status. Submitting a bank statement showing available funds in excess of the minimum amount will increase the student's chances of obtaining the student visa/student status.

8. State University of New York Foreign Student Financial Form
   This form must have all the sources of funding listed in the appropriate boxes. All applicants are required to demonstrate that $21,770 USD** is available to pay for their education per year. (**Includes tuition, living expenses, books and insurance).

<table>
<thead>
<tr>
<th>Status</th>
<th>Tuition</th>
<th>Living Expenses</th>
<th>Books</th>
<th>Insurance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>$11,770***</td>
<td>$8,000***</td>
<td>$1000***</td>
<td>$1000***</td>
</tr>
</tbody>
</table>

12/12 *** Per year of study
International Student Information Sheet

Name ____________________________________________

Last                      First                      Middle

Country of Birth ______________ Country of Citizenship ______________

U.S. Address __________________________________________

Street

City       State       Zip Code

Telephone       Email (required—please write very clearly)

Foreign Address (no P.O. Box) __________________________________________

Street

City       Providence       Country

*Foreign address must be filled out in order to meet USCIS admissions requirements. 
(Addresses with PO Boxes will not be accepted)

Please check off and fill in the box applicable to you.

(   ) A student applying from abroad (a student who is currently in another country outside the United States)

Must include copy of passport information pages

(   ) A student applying who currently holds F-1 student status and an I-20 from another college or institution, to transfer to Westchester Community College.

School ______________________________________________________

I-20 Expiration date __________________

Must include copy of I-20, I-94, and Visa.

(   ) Student applying who is already in the United States with a visa status other than an F-1 student status and wants to change their visa status to F-1 international student status.

B1   (   )   B2   (   )   J1   (   )   J2   (   )   H1B   (   )
H4   (   )   L1   (   )   L4   (   )   G1   (   )   other (   )

Must include copy of I-94 (both sides), and Visa.
Educational Data

**Previous Education:**
Column 1 – list in chronological order every academic year in which you attended school, including any which you remained in one grade for more than one year. If you were out of school for a year or more, explain the interruption in your autobiographical essay. Be sure to include the name of any school you are currently attending.

Column 3 – Write the type of school you attended during each academic year, such as elementary, colegio, ecole secondaire, gymnasium, instituto, university, etc., using the terminology of the educational system.

Column 6 – Write the name of any examination passed or of certificates, diplomas, or degrees earned, such as Certificate of Education (ordinary or advanced), Bachillerato, Abitur, Maturita, Baccalaureate, Studentereksamen, etc, using the terminology of the educational system.

<table>
<thead>
<tr>
<th>Academic year</th>
<th>Age</th>
<th>Kind of School</th>
<th>Name of School</th>
<th>Primary Language of Instruction</th>
<th>Certificates, Diplomas, Degrees, Graduations</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

List any Academic Honors you have received-prizes, scholarships, fellowships, etc.

______________________________________________________________________________

______________________________________________________________________________

I certify that all information on this form is true to the best of my knowledge.

Applicant’s Signature ___________________________ Date __________
State University of New York (SUNY)
Autobiographical Essay

Instructions: The autobiographical essay is to be written by the applicant in English. It should include information relevant to your admission application, but not already given on other forms, such as why you are applying for study in the United States, reasons for selecting the field of study chosen, work experiences relevant to your field of study, the explanation for any extended interruption in your school attendance, special interests and abilities you have, plans for further study and/or employment after completion of your first degree, family background, etc. You may use both sides of this sheet. Return your essay with other application forms to the Director of Admissions of the State University of New York campus to which you are applying.

<table>
<thead>
<tr>
<th>Applicant’s Family Name</th>
<th>First Name</th>
<th>Middle Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Permanent Address</th>
<th>Number &amp; Street</th>
<th>Town &amp; City</th>
<th>Providence/State</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Name and City of SUNY Campus to which you are applying:
STATE UNIVERSITY OF NEW YORK
FOREIGN STUDENT FINANCIAL STATEMENT

PART I  Write in ink or type

1. Name of application _________________________________________________________________________________________ family name   first name   middle

2. Permanent Address _________________________________________________________________________________________

3. Campus to which you are applying __________________________

4. Major Field/department ___________________________________

5. Degree for which you are applying __________________________

6. I expect my program of study to take _______ years to complete.

7. Birth date _______/_______/________

8. Country of Citizenship ____________________________________

9. ( ) I plan to come without dependents
   ( ) The following dependents will accompany me (list names and relationship):

   10. Does your country restrict dollar exchange? Yes ( ) No ( )

   11. Total amount of U.S. dollars you expect to bring with you upon arrival (tuition, room, meals, and books must be paid at the beginning of each semester) $ ______________

   12. Do you have a source within the U.S. for emergency funds once you arrive in this country? yes ( ) no ( )

   13. If Yes, name source ________________________________________
       Amount Available in U.S.: $ __________________

PART II  Complete each relevant item below. Sign and date from after (c).

Enter amount of assured support available for each year of study in U.S. dollars

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Required Validation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Savings</td>
<td>$</td>
<td>$</td>
<td>1. Bank Statement 2. Complete (A) and (C) below</td>
</tr>
<tr>
<td>Name of Bank</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Account Holder</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Family/Relative/Sponsor     | $      | $      | 1. Bank Statement 2. Complete (A), (B) and (C) below |
| Name                       |        |        |                                             |
| Name                       |        |        |                                             |

| Scholarship/Loan            | $      | $      | 1. Official award letter 2. Loan approval letter 3. Complete (C) below |
| Awarded by                 |        |        |                                             |

| Government/Employer/Other  | $      | $      | 1. Official letter of support 2. Bank Statements, affidavits or sworn statements 3. Complete (C) below |
| Name of Sponsor            |        |        |                                             |
| Other                      |        |        |                                             |

| Totals                     |        |        |                                             |

Verification:
A. This is to certify that the funds indicated above are on deposit or are being held in the name of the applicant, his family members, or sponsors (named above) at the saving institution named below. (Verification of amounts id without liability for the bank or its officials). Attach separate statements of accounts with official signatures.

    Name of Bank ____________________ Date ______________
    Bank Official’s Title ____________________ Date __________

B. This is to certify that I (we) the undersigned have agreed to provide the funds indicated above to the applicant for the purpose of full-time study at Westchester Community College and that I (we) am submitting bank statements indicating the availability of these funds. I (we) further understand that the College cannot provide any financial assistance to the applicant and that I (we) must provide these funds for the duration of the applicants course of study. If the commitment is not met, the student may be subject to dismissal from the College for non-payment.

    Sponsor’s Signature ____________________ Date ______________ Relationship to applicant __________

    Sponsor’s Signature ____________________ Date ______________ Relationship to applicant __________

C. This id to certify that the information given on this form is complete and accurate to the best of my knowledge. I am fully aware that any false or misleading statement will result in an automatic denial of admission, or cancellation of registration following enrollment.

    Applicant’s Signature ____________________ Date ______________

I hereby attest that I am willing and able and will provide no less than US $ ____________
in cash to the student named below for every year of study at Westchester Community College.

NAME OF STUDENT _____________________________________________
(first, middle, family names)

My relationship to the student is: ________________________________________

My telephone number is: (H) ___________________ (W) __________________

My address is:
_______________________________________________________________________
(number and street)

_______________________________________________________________________
(city) (state) (zip code) (country)

The following persons are dependent upon me for their housing, food, or financial support. (Do not
list adult members of your family who are supporting themselves. Do not include the student named
above.)

<table>
<thead>
<tr>
<th>NAME</th>
<th>RELATIONSHIP</th>
<th>AGE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

My documentary evidence of financial ability is attached.
(Please check all that apply.)

Letter from my employer on business stationery stating my annual salary. __________
Letter from an officer of a bank or other financial institution stating:
the date my account was opened, the total amount deposited and the present balance. __________
Most recent income tax return or W2 Form __________
Other: ___________________ __________

You must sign below in the presence of a notary public or official. The notary public must sign
and put the official seal on the affidavit. Any erasures of changes must be signed by both the
sponsor and the notary.

AFFIRMATION OR OATH
I hereby affirm or swear that the information I have given above is true and correct:

_________________________________ ____________________________
Signature of Sponsor               Printed Name of Sponsor

SWORN AND SUBSCRIBED
BEFORE ME THIS _________DAY OF _________, 20 ______. (SEAL)

SIGNATURE OF NOTARY: ________________________________.
Affidavit of Support for Room and Board

Date __________________

Dear International Student Advisor:

I/We, ______________________________________, am/are writing to state that I/we will provide free room and board to your student, ___________________________, for the duration of his/her studies at Westchester Community College. The student will reside at my home address of ___________________________ ____________________________________, where he/she will commute to and from school. I am currently employed at ______________________________ and earn a yearly salary of over $35,000, which is enough to support the student while he/she stays with me. I swear that the information I have given is true and accurate to the best of my knowledge.

Sincerely,

__________________________________

Please Notarize Here:

__________________________________
Application Requirements

( ) Westchester Community College Application for Admission

( ) Educational Data Sheet – listing all schools attended

( ) High School Transcripts or Diploma – must be translated if foreign.

( ) College/university transcripts are not required unless transfer credit is desired. If seeking transfer credit, college/university transcripts must be officially evaluated. Westchester Community College recommends the use of World Education Services, www.wes.org, for the evaluation of foreign college or university transcripts.

( ) International Student Information Sheet - Be sure to include an email address and U.S. telephone number.

( ) Affidavit of Support for Free Room and Board - For sponsors who provide free room and board.

( ) Sponsor’s Affidavit of Annual Financial Support – completed by all sponsors providing financial assistance.

( ) Bank or Financial Account Statement showing $13,770 USD (statement must be translated if not in English) for 1 year of tuition, books and insurance. This amount should be $21,770 if there is no sponsor providing free room and board.

( ) First two pages of most recent income tax records (from US sponsors) and letter of employment from all sponsors

( ) State University of New York Foreign Student Financial Form signed by student and all sponsors.

( ) TOEFL Exam results or if already in U.S. Westchester Community College ESL Institute English Evaluation

( ) Copy of Information pages of student’s passport

( ) Autobiographical Essay - Reason why the student wants to attend Westchester Community College

( ) Transfer Recommendation Form and copies of all I-20’s – only if you are transferring to Westchester Community College from another school within the U.S.

( ) Immunization Record Form – click on this link to download

http://www.sunywcc.edu/academics/registering_for_classes/regis_info/immune_forms.pdf

For students who are already in the United States and want to apply for change of status, the following documents are also required when applicable:

( ) Copies of any Visa, Copies of both sides of I-94 (in passport), Copy of U.S. Driver’s License, Copy of DS 2019 (for J-1) or IAP-66 (for G-1)

*All documents must be officially translated in English if the original is in another language. Incomplete applications will be delayed until all forms and documents are submitted. Keep copies of all documents you submit, as Westchester Community College cannot return any documents to you.