

International *Undergraduate* and *Transfer* Application Instructions

Thank you for your interest in undergraduate study at the University of Northern Colorado (UNC). To speed processing of your application, please collect all required materials and submit them in one packet to the Graduate School and International Admissions Office.

Who are international students? Those students who already have or will be applying for a temporary US visa, such as F-1 or J-1 are International Students. All non-United States citizens who are not permanent residents, asylees, or refugees in the US are international students and should use this application or the online international on our website at www.unco.edu/grad/admissions/home.htm.

Undergraduate or Transfer Application Checklist:

Check off each item below as you complete it. An incomplete application may result in the denial of admission.

- 1. Complete and submit the International Student Application for Undergraduate or Transfer Admission.
- 2. Submit official transcripts, mark sheets, diplomas and certificates from each institution attended. If they are not in English, submit a notarized English translation with each document.
- 3. Document your English proficiency. (Refer to the following website for details <http://www.unco.edu/cie/esl/requirements.htm>.) Documentation accepted:
 - a. TOEFL score – 550 Paper Based Test (PBT), 213 Computer Based Test (CBT), 80 Internet Based Test (IBT); Intensive English Language Test (IELT) of 7; submitted to UNC from testing agency. UNC school code is 4074.
 - b. Completion of a degree program from an accredited US institution within the previous two years.
 - c. Students without the above can apply for admission to UNC's Intensive English Language Program..
- 4. Submit the \$60 processing fee. Payment Type: Money Order Check enclosed
 Visa M/C Discover Card #: _____
Expiration date: _____ Security Code _____ (*last 3 digits from signature strip on back of card*) Cardholder Signature: _____
Applications cannot be processed before the fee is received.
- 5. Music, Theater, and Art applicants must contact those Schools/Program Areas for additional requirements.
- 6. Transfer applicants must be in good standing at the institution most recently attended.
 - a. Academic requirements are based on the number of hours of university work attempted and your cumulative Grade Point Average (GPA). (GPA used for admissions purposes only)
 - 12 or more transferable semester hours – 2.4 minimum GPA (US scale)
 - All previous university records must be submitted; failure to do so may result in denial of your application
 - A maximum of 60 semester credits from two year institutions may be applied to UNC graduation requirements
 - A maximum of 90 semester hours from four year institutions may be applied to UNC graduation requirements
 - Applicants transferring fewer than 12 credit hours must also submit a secondary school transcript and document English proficiency.
 - b. If you are transferring from a US college or university
 - Complete the transfer form at <http://www.unco.edu/grad/forms/TransfertoUNCForm.pdf>

- Submit transfer form to international advisor at your current school. That advisor will then transfer your SEVIS record to UNC.

- 7. Financial documents verifying funding to support the cost of attending UNC.
- 8. Copies of the biopage of your passport and of your student visa (if you have one).

International students must obtain F-1 or J-1 visas to study in the United States. Before UNC can issue visa documents (forms I-20 or DS-2019) to admitted students, please see # 7 and # 8 above.

Recommended Admissions Criteria:

- Minimum GPA of 3.0 when converted to the US grading scale (see transfer GPA's, #6 above)
- Proof of secondary school graduation or the equivalent
- Proof of English Language Proficiency (see # 3 above)

Undergraduate Admission Classifications:

Regular Admission: Applicant meets standards of Graduate School and major department

Conditional Admission: Applicant is admitted pending

- Receipt of financial documentation or
- Receipt of official transcripts or
- Proof of English proficiency and
- Completion of the Intensive English Program
- Or another condition as imposed by the program or school

Denied Admission: Applicant does not meet the minimum admission standards.

It is important that you check the degree program web site or contact your program area for any additional requirements.

Mail your materials to:

Graduate School and International Admissions
Campus Box 135
University of Northern Colorado
Greeley, CO 80639-0064

All Application Materials must be received no later than 60 days prior to the semester to which you wish to enroll.

Housing at UNC and in Greeley:

Economical and convenient accommodations are available on and near the UNC campus for students and their families. UNC residence halls and apartments are managed by professional staff who strive to provide a comfortable environment conducive to academic success. All university housing provides accommodation for disabled persons.

Freshmen students under 20 years of age are expected to live in residence halls on the UNC campus. Information on housing and contract forms are sent to all admitted UNC students, and are available online at <http://www.unco.edu/housing/> (Admission to the university does not guarantee on-campus housing.) Newly admitted students should contact Housing at <http://www.unco.edu/housing/prospective/prospective.htm> - or call 970-351-2721.

For further information on Undergraduate Programs at the University of Northern Colorado, email us at grad.school@unco.edu, telephone us at 970-351-2831, visit our websites at www.unco.edu/grad or write us at *Graduate School and International Admissions, Campus Box 135, UNC, Greeley, CO 80639, USA.*

UNIVERSITY of
NORTHERN COLORADO



Graduate School and International Admissions
International Undergraduate Application

\$60 non-refundable application fee required.

Type or print all answers in black ink. All questions printed in bold MUST be answered.

Freshman _____ Transfer Student _____ Current School _____

First term and year you expect to enroll (if admitted): _____ Fall (August) _____ Spring (January) _____ Summer (May) _____ (year)

Full Legal Name _____

Last (Surname)

First (Given)

Maiden or other names used

Have you ever enrolled at UNC? _____ If so, what is your UNC Student Number _____

Are you currently studying in the US? _____ Yes _____ No If Yes, Where? _____

United States Mailing Address _____
(If applicable) Street (Rural Route, P.O. Box) City State Zip Code +4

Present Phone (_____) _____
Area Code

Permanent Foreign Mailing Address _____
State Country Postal Code

Permanent Foreign Phone (_____) (_____) _____ E-mail Address _____
Country Code City Code

(PLEASE NOTIFY THE US IMMEDIATELY OF ANY CHANGE IN MAILING OR EMAIL ADDRESS)

You must answer the question below. If you answer "yes," attach a statement of explanation.

Have you ever been convicted of a crime, made a plea of guilty, accepted a deferred judgment, been adjudicated, or been required to register as a sex offender? (Misdemeanor traffic violations are exempt.) Yes No

Additional information. Complete the following information for your (check one): Parent Legal Guardian Spouse
Name _____ Home phone (_____) (_____) _____
Country Code City Code

Home mailing address _____
Number and Street City Country State Postal Code
Occupation _____ Work phone (_____) (_____) _____
Country Code City Code

Parent's education. Mother received Bachelor's degree or higher? Yes No Father received Bachelor's degree or higher? Yes No

What will be your proposed major? _____ Emphasis? _____ Undecided _____
(Choose from list provided on enclosed Undergraduate Programs of Study page.)

Minor? _____ Double major, if applicable? _____

What is your educational goal at this institution? Bachelor's degree No degree

English Language Proficiency

English Language proficiency requirements are a: TOEFL score of 520 – Paper Based Test (PBT), 197 – Computer Based Test (CBT), Internet Based Test (IBT) of 70 (minimum TOEFL scores for business majors are: 550, 213, 80) or an IELTS score of 7.0). Applicants may also meet the language proficiency requirements by successfully completing the UNC Intensive English Language Program or other documentation of English Language proficiency.

(Please check the appropriate one)

I am applying for regular admission

I am applying for Intensive English Only

I am applying for conditional admission to a degree program and will attend an intensive English language training program.

If you are interested in services for students with disabilities, contact the UNC Disability Access Center at 970-351-2289.

UNDERGRADUATE MAJORS

Bachelors Degrees
Africana Studies B.A.
 Secondary Teaching Emphasis: Social Science Endorsement
American Sign Language –English Interpretation B.A.
Anthropology B.A.
 Interdisciplinary Emphasis
Art & Design B.A.
 Art Emphasis
 Visual Communication Design Emphasis
 Art K-12 Teaching Emphasis
Audiology and Speech-Language Sciences B.S.
Biological Sciences B.S.
 Pre-health and Biomedical Sciences Emphasis
 Cell and Molecular Biology Emphasis
 Ecology and Evolutionary Biology Emphasis
 Biology Secondary Teaching Emphasis
Business Administration B.S.
 Accounting Emphasis
 Computer Information Systems Emphasis
 Finance Emphasis
 General Business Emphasis
 Management Emphasis
 Marketing Emphasis
Chemistry B.S.
 Biochemistry Emphasis (ACS Certified)
 Chemistry Emphasis (ACS Certified)
 Forensic Science Emphasis
 Industrial Chemistry Emphasis
 Pre-Health Emphasis
 Secondary Teaching Emphasis (ACS Certified)
Communication Studies B.A.
 Human Communication Emphasis
 Secondary Teaching Emphasis
Criminal Justice B.A.
Dietetics B.S.
Earth Sciences B.S.
 Environmental Earth Sciences Emphasis
 Geology Emphasis
 Meteorology Emphasis
 Secondary Teaching Emphasis
Economics B.A.
English B.A.
 Liberal Arts Emphasis
 Secondary Teaching Emphasis
Foreign Languages B.A.
 French Liberal Arts Emphasis
 French Secondary Teaching Emphasis
German Liberal Arts Emphasis
German Secondary Teaching Emphasis
Geography B.A.
 Geographic Information Science Emphasis
 Liberal Arts Emphasis
 Secondary Teaching Emphasis
History B.A.
 Liberal Art Emphasis
 Secondary Teaching Emphasis
Human Services B.S.
Interdisciplinary Studies B.A.
 International Studies Emphasis
 Early Childhood Education Emphasis
 Liberal Arts Emphasis
 Student Designed Major
Journalism B.A.
 News-Editorial Emphasis
 Public Relations and Advertising Media Emphasis
 Telecommunications Emphasis
Mathematics B.S.
 Applied Statistics Emphasis
 Liberal Arts Emphasis
 Secondary Teaching Emphasis
Mexican American Studies B.A.
 Liberal Arts Emphasis
 Secondary Teaching Emphasis: Social Science Endorsement
Music B.A.
 Liberal Arts Emphasis
Music B.M.
 Instrumental Performance Emphasis
 Composition Emphasis
 Piano Emphasis
 Vocal Performance Emphasis
 Jazz Studies Instrumental Emphasis
Music Education B.M.E.
 Instrumental Music K-12 Teaching Emphasis
 Vocal, Piano and General Music K-12 Teaching Emphasis
Musical Theatre B.A.
Nursing B.S.
Philosophy B.A.
Philosophy B.A.
 Ethics and Public Policy Emphasis
Physics B.S.
 Astronomy Emphasis
 Engineering Physics Emphasis
 Liberal Arts Emphasis
 Mathematical Physics Emphasis

Secondary Teaching Emphasis
 Political Science B.A.
 Psychology B.A.
 Recreation and Tourism B.S.
 Social Science B.A.
 Liberal Arts Emphasis
 Social Studies and Secondary Grades Teaching
 Emphasis
 Sociology B.A.
 Applied Sociology Emphasis
 Family Studies Emphasis
 Social Issues Emphasis
 Spanish B.A.
 Liberal Arts Emphasis
 Secondary Teaching Emphasis
 Special Education B.A.
 Liberal Arts Emphasis
 Special Education B.A.
 Teaching Emphasis
 Sport and Exercise Science B.S.
 Athletic Training Emphasis
 Exercise Science Emphasis
 Physical Education Liberal Studies Emphasis
 Physical Education K-12 Teaching Emphasis
 Theatre Arts B.A.
 Secondary Teaching Emphasis

Endorsement Programs

Bilingual Bicultural Education - Endorsement
 Educational Interpreting Certificate Program
 Leadership and Supervision Certificate
 Teaching English as a Second Language –
 Endorsement

Teacher Education Endorsement: Professional Teacher Education Programs (PTEP)

Introduction
 Program Completion and Licensure
 Interdisciplinary Studies, Liberal Arts Emphasis
 Center for Urban Education
 K-12 Endorsement Programs

Minors

Aerospace Studies (Air Force)
 Africana Studies
 Anthropology
 Anthropology:
 Multicultural Anthropology
 Applied Statistics
 Art & Design
 Asian Studies
 Biological Sciences
 Business Administration
 Chemistry: Liberal Arts
 Chemistry: Teaching
 Communication Studies

Computer Information Systems
 Computer Science
 Criminal Justice
 Cultural Studies
 Dance
 Earth Sciences
 Economics
 Elementary Education
 English
 Environmental Studies
 Film Studies
 French
 Geography
 German
 History
 Human Services
 Issues in Racial Equality
 Legal Studies
 Mathematics: Liberal Arts
 Mathematics: Secondary Mathematics Teaching,
 Grades 7-12
 Media Studies
 Mexican American Studies
 Military Science (Army)
 Music: Liberal Arts
 Network and Information Systems Security
 Nonprofit Administration
 Nutrition
 Philosophy
 Physics
 Political Science
 Psychology
 Reading
 Recreation and Tourism
 School Health Education
 Sociology
 Spanish
 Special Education
 Sport and Exercise Science: Coaching
 Sport and Exercise Science: Outdoor Education
 Sport and Exercise Science: Physical Education (K-12)
 Teaching
 Sport and Exercise Science: Youth Development
 Teaching English as a Second Language (TESL)
 Theatre Arts
 Women's Studies
 Writing

Pre-Degree Programs

Engineering Program (Pre-Engineering)
 Health Professions (Pre-Med, Pre-Vet, Pre-
 Dental, Etc.)
 Law Program (Pre-Law)



Graduate School and International Admissions Summary of Educational Experiences

Follow instructions exactly. (Failure to provide complete information may result in a delay of admission or denial.)

- Column 1. On each line write the appropriate years for that school year.
- Column 2. Write your age when you attended that grade.
- Column 3. These are actual years you attended school. The first year in secondary school is 9.
- Column 4. For each school year enter the standard grade, form, class, sixieme, cinquime, sexta, or whatever may be the name of the class of level you attended that year.
- Column 5. Write the kind of school you attended, such as high school, Grunnskole, Volkshule, Mittelschule, Gymnasium.
- Column 6. Write the language used in class by your teachers.
- Column 7. Write the name of any examination(s) you passed or certificate(s) you obtained at the end of that school year. For example, if you completed high school at the end of your twelfth year in school, on that line write: GCE, Gymnasium, Atrium, Studentereksamen, Bachillerato, etc.

Post Secondary Schools:

1	2	3	4	5	6	7
Calendar Year _____ to _____	Your Age	Year in School	Grading System	Name of School	Language of Instruction	Certificates, Diplomas, Degrees, Graduation
		9				
		10				
		11				
		12				

Colleges and/or Universities attended: (Official transcripts must be provided in both your native language and an English translation.)

- Column 1. Enter the name of each school attended.
- Column 2. Write the city where each school you have attended is located. Show country if other than country of citizenship.
- Column 3. What dates did you attend that school?
- Column 4. What was your major?
- Column 5. What degree did you earn?
- Column 6. When did you graduate?

CODE Graduate School Use Only	1 Name of Institution	2 City and Country	3 Dates Attended	4 Major	5 Degree Earned	6 Graduation Date



Financial Statement for International Applicants 2008-2009

If you need an F-1 or J-1 visa (or if you are in the United States and will continue your F-1 or J-1 immigration status) you are required to certify that you will have adequate financial support for your program of study at the University of Northern Colorado. Complete support for your first year must be guaranteed. **Form I-20 or DS-2019 required for the issuance of a visa cannot be issued until you have satisfactorily completed this form and returned it to the Office of Admissions with the appropriate documentation. If you do not need to meet or maintain F-1 or J-1 status, you do not need to submit this form.**

1. Full Legal Name _____ Date of Birth _____
Last (Surname) Given (First) Middle Maiden or other names used MM/DD/YYYY

2. **Estimated Expenses** at the University of Northern Colorado as of July, 2008. Annual increases in tuition, fees and housing should be anticipated. The Board of Trustees reserves the right to change tuition and fees at any time. Refer to the website: <http://www.unco.edu/acctservices/budget/itemized.htm#NonResident>

	Estimated Costs	Your expense
a. Tuition and fees for an academic year of nine (9) months for undergraduate programs (12 credit hours)	\$13,770	_____
b. Room and Board Rates: Central Campus (19 meals/week) per academic year of nine (9) months	\$ 7,784	_____
c. Health insurance per academic year of nine (9) months	\$ 1,750	_____
d. Books and supplies (estimated)	\$ 1,200	_____
e. Off campus living expenses	\$ 9,250	_____
f. Living expenses if you will be staying in the US for the summer	\$ 3,750	_____
g. Living expenses for dependent; 1st at \$5,000 (\$3,500 for each additional dependent) for twelve (12) months	\$	_____
h. Travel and Personal Expenses (<i>this is estimated, your expenses may be more or less</i>)	\$ 4,500	_____
i. TOTAL expenses for you and your dependents (add up the amounts that pertain to you.) This is the amount you must guarantee:		\$ _____

The Board of Trustees reserves the right to change tuition and fees at any time. All amounts above are estimates only and may vary according to your habits and resources. These estimates assure a modest standard of living.

What do you plan to during the summers? _____

3. **SOURCES AND AMOUNTS OF FINANCIAL SUPPORT** (list in US Dollars):

- a. FROM PERSONAL SAVINGS (enclose bank statement signed by bank official) \$ _____
- b. FROM FAMILY (Complete Affidavit of Support in the International Student Application and have it notarized Enclose bank statement signed by bank official. **Your application is not complete without a bank statement.**) \$ _____
- c. SALARY WHILE ON LEAVE OF ABSENCE \$ _____
- d. FINANCIAL AID FROM GOVERNMENT AGENCY, PRIVATE FOUNDATION, BANK OR OTHER AGENCY \$ _____

(Enclose the original form or official copy of your award as evidence of financial support. It must be in English; it must specify the academic term(s), billing address, and level and field of study for which it is valid. It must also specify the US dollar amount you will receive and how the funds will be paid. If the billing address for your sponsor is not available at the time of registration, you will be billed directly.)

- e. FINANCIAL SUPPORT FROM THE UNIVERSITY OF NORTHERN COLORADO \$ _____
- f. OTHER FINANCIAL AID (Enclose affidavit from authorized person or organization.) \$ _____

TOTAL SUPPORT FOR YOUR FIRST YEAR AT THE UNIVERSITY OF NORTHERN COLORADO \$ _____

4. How long do you plan to study at the University of Northern Colorado? _____

5. How do you plan to meet your expenses for your second and subsequent years at the University of Northern Colorado?

By signing my name to this form I certify that the information above is a correct statement of my arrangements for financing my studies at the University of Northern Colorado.

Applicant's Signature

Date

UNIVERSITY of
NORTHERN COLORADO



Graduate School and International Admissions
Affidavit of Support

In consideration of and in exchange for the acceptance of _____
Name of Applicant

who is my _____, as a student at the University of Northern Colorado for the academic year beginning _____.
Relationship – Son, Daughter, for example

I certify that I am able, willing, and do promise to provide him/her the amount of \$ _____ (insert figure from 3b on financial page insert included in this packet) payable in United States dollars for his/her tuition, fees, and living expenses during said academic year at the University of Northern Colorado. Evidence of my financial resources in the form of a bank statement or employer's statement accompanies this Affidavit of Support.

Sworn to and subscribed before me this _____ day of _____ / _____.
Month Year

Signature of Sponsor _____

Address of Sponsor _____

Signature of Notary Public or Legal official _____

(Place Notary's Seal here)

Graduate School and International Admissions
Financial Requirements

As a requirement for both visa issuance and matriculation, international applicants must provide evidence of sufficient financial support for one academic year. This support can be from personal funds, from sponsors, or from an official government agency. For an estimated expense budget and complete instructions for financial certification, please refer to the Graduate and Undergraduate Financial Statement insert.

Proper certifications for financial statements are as follows:

Bank Statements: Original document; signed by proper bank official; amount must be reported in United States dollars.

Scholarship Letter: Original document; signed by proper agency official; amount awarded must be reported in United States dollars; duration of the scholarship must be included (i.e. one academic year, two academic years, etc.).

Affidavit of Support: Original document; amount of support must be reported in United States dollars; original signature and official embossed (raised) seal of the Notary Public; original signature of the sponsor.

Financial Assistance from the University

International students are **NOT** eligible for United States Federal or State of Colorado financial aid administered by the University. By law such governmental funds are reserved for U.S. Citizens. However, international students may compete for merit-based awards administered through Colleges, Departments, Schools, and/or the Graduate School. They may also qualify for graduate teaching or research assistantships, given appropriate levels of discipline-knowledge and English proficiency. The Test of Spoken English (TSE-A) may be required to indicate your level of proficiency

Return all Materials to: Graduate School and International Admissions (Not UNC Admissions), University of Northern Colorado, Campus Box 135, Greeley, CO 80639-0064, U.S.A.

UNIVERSITY of
NORTHERN COLORADO



Graduate School and International Admissions
Visa Information

To assist the University in meeting its legal requirements for all international students, applicants are requested to provide information on the following questions. In order to issue appropriate immigration forms, **ALL** of the following questions must be answered.

Full Legal Name _____
Last (Surname) _____ First (Given) _____ Maiden or other names used _____
1. Sex Male Female 2. Marital Status Married Single 3. Birthdate Month _____ Day _____ Year _____
4. Birthplace City _____ Country _____
5. Country of Citizenship _____ Official language of your country _____
US Visa you hold now, if any _____ Expiration Date _____
(Please Send A Copy of Passport and Visa if you have one.) MM / DD / YYYY
US Visa you expect to obtain (please check one): F1 _____ J1 _____

6. List member(s) of your family that will come with you to the United States:

Name	Place of Birth	Birthdate	Relationship (wife, son, daughter, etc.)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

7. Emergency Contact Person (indicate relationship of person to you): _____

Full Legal Name _____
Last (Surname) _____ Given (First) _____ Middle _____ Maiden or other names used _____
Permanent Home Address _____
Street (Rural Route, P.O. Box) _____ City _____
State _____ Country _____ Zip Code _____
Permanent Phone (_____) (_____) _____
Country Code City Code

I hereby certify that to the best of my knowledge the information furnished in this application is accurate and complete. I understand that if found to be otherwise, it is sufficient cause for delay of admission, loss of credit, rejection, or dismissal. I hereby consent to the release of my transcript(s) to the institution receiving this application.

Signature of Applicant _____ Date _____

If the applicant is under 18 years of age, a parent or guardian's signature is required.

Parent/guardian signature _____ Date _____