



International Enrollment Services
Madison Hall, Room 109
550 East Spring Street
Columbus, Ohio 43215-9965

Telephone: 614-287-2074
Fax: 614-287-6019
Email: istudent@cscs.edu

REQUIREMENTS FOR:

- **F1 INTERNATIONAL STUDENTS TRANSFERRING FROM ANOTHER U.S. COLLEGE**
- **NEW F1 INTERNATIONAL STUDENTS ALREADY IN THE UNITED STATES (CHANGE OF STATUS REQUEST)**

Application for International Students

Copies of your immigration documents: SEVIS I-20, U.S. visa stamp, and both sides of your I-94 card

High School Records showing:

- Courses studied
- Verification of completion/graduation
- examination results

Documents written in a language other than English must be submitted with a certified English translation of the document. Photocopies and facsimiles will not be accepted.

College Transcripts

- **U.S. College or University:** Please have official transcripts from any previously and currently attended colleges sent to the attention of International Enrollment Services.
- **Foreign College Records:** If you would like to request transfer credit for courses completed, please have transcripts sent to the International Enrollment Services. **Original or certified copies of the original in the original language and English translations of the records are required.**

Please note: Columbus State Community College has limited resources to evaluate foreign transcripts and may not be able to determine equivalent course and grade credit for your previous college experience. We recommend that you submit your foreign transcript to a [professional foreign transcript evaluation service](#) in the United States if you wish to pursue the possibility of receiving transfer credit.

Official English Proficiency Test Results

If English is not your native language, submit official test results from:

- Test of English as a Foreign Language (TOEFL) with a minimum score of **480 PBT, 157 CBT, or 54 IBT**. CSCC TOEFL **institution code is 1148**. (Information about these tests may be obtained at www.toefl.org, from a U.S. Information Agency office outside the U.S., or from the Columbus State Community College International Enrollment Services.)
- Michigan English Language Assessment Battery (MELAB) with a **minimum score of 78** required.
- If currently in U.S., you may contact the International Enrollment Services to take our institutional ESL placement test in lieu of the TOEFL or MELAB.

Test results must not be more than two years old. Testing may be waived if you have earned a degree from an accredited U.S. college/university or have completed a college level English Composition course from an accredited college/university within the U.S.

Official Bank Statement(s)

Submit an official bank statement. Photocopies and facsimiles (fax) will not be accepted. The statement must:

- Be less than six months old and include sponsor's name on the statement.
- Be written in English, signed and sealed by the appropriate bank or government official.
- Show current amount available in the account.

Names listed as account holder on Bank Statement must match names and signatures on Affidavit of Financial Support.

Affidavit of Financial Support from Sponsor(s)

- Submit an Affidavit of Support, completed, dated and signed by your sponsor(s).
- Names must match those on Bank Statements.
- Must be the original and must include dates covered.

***** PLEASE NOTE *****

Students in terminated SEVIS status may not transfer to CSCC. It is advisable that students request reinstatement to F1 status through the current school and wait for reinstatement approval prior to transferring to CSCC.

Students in terminated SEVIS status who transfer to CSCC will be issued an initial attendance Form I-20 and are expected to exit the United States and return as an initial entry in a new F-1 non-immigrant status.

Once documents are submitted to CSCC, they will not be returned.

Send your application and supporting admission documents to:

Columbus State Community College, International Enrollment Services, 550 East Spring Street, Columbus, Ohio 43215-9965 U.S.A.