APPLICATION INSTRUCTIONS – INTERNATIONAL STUDENTS

Brenau University is authorized under federal laws of the United States government to enroll non-immigrant alien students and welcomes applications from international students. Since correspondence for admission can be extensive and time consuming, international students are encouraged to initiate application procedures one year prior to the start of the term in which the student plans to enter. The admissions and I-20 process are detailed below. Please call or email us with your questions.

♦ Submit a completed application packet to the Office of Admissions. A completed application packet contains:
  ♦ Brenau University Application for Admission
  ♦ International Student Supplemental Application form
  ♦ Required non-refundable application fee of U.S. $35
  ♦ Official copies of transcript evaluations must be received from an evaluator that is approved by the National Association of Credential Evaluation Services. The applicant will be responsible for the payment of this service. Failure to submit transcripts from all colleges previously attended, through omission or misrepresentation, will disqualify the applicant.
  ♦ One of the following official test scores showing English language proficiency:
    ♦ ACT composite score of 18 (contact the admissions office for specific information regarding verbal score requirements for ACT)
    ♦ IELTS score of 5
    ♦ SAT total of 900 (verbal 450)
    ♦ Test of English as a Modern Language (TOEFL) score of 500 (Paper based test)
    ♦ Test of English as a Modern Language (TOEFL) score of 173 (Computer based test)
    ♦ Test of English as a Modern Language (TOEFL) score of 61 (Internet based test)
    ♦ or a grade of “C” or better in EH 101 & EH 102 from a regionally accredited U.S. college or university.

♦ If the international student is requesting an I-20, a financial statement of support is required, and copies of all current visa status documents must be submitted.

♦ International students who have completed less than a full academic year of college (45 quarter hours or 30 semester hours) must also request official transcripts from their secondary/high schools. These transcripts must be sent directly from the school(s) in separate sealed envelopes to the Office of Admissions.

♦ If you are transferring from a U.S. college or university, please have your Foreign Student Advisor complete the SEVIS Transfer Verification Form.

♦ The attached Financial Verification Form must be completed for issuance of an I-20.

♦ If you will be receiving financial assistance or a loan from a source in your home country or from Brenau University, you will be required to submit a financial statement from this source indicating the full amount to be covered. Copies of contracts with university officials must be submitted as proof of scholarship. The I-20 will be issued only after this proof has been submitted.

♦ When all the aforementioned information has been received, the Admissions Office will review your credentials and determine your admissibility. Students who are not proficient in English and whose records are not indicative of successful academic performance will not be admitted to Brenau University. I-20 forms will be issued after admissibility and financial information have been reviewed.
INTERNATIONAL STUDENT SUPPLEMENTAL APPLICATION

Please type or print as you complete this application. If a question is not applicable, respond with “N/A”. Send this application along with the $35 nonrefundable application fee to the Brenau University Office of Admissions, 500 Washington Street SE, Gainesville GA, 30501.

PERSONAL INFORMATION

Name:__________________________________________________________

Last/Family/Surname   First/Given   Middle

Mailing Address:__________________________________________________________________________________________

__________________________________________________________________________________________

__________________________________________________________________________________________

Telephone #:_________________________________________ Email Address:__________________________________________

Country of Citizenship:_________________________________________ Country of Birth:____________________________

Gender:_____________________________________________________ Date of Birth:__________________________ Month/Date/Year

Intended Major:________________________ Language spoken in your home:________________________ Years of formal study of English:__________

TEST SCORES

TOEFL Score:_________________________________________ Date Taken:________________________________________

SAT Score: Verbal ______ Math ______ Date Taken:________________________________________

ACT Score: English ______ Math ______ Science Reasoning ______ Composition ______

Date Taken:________________________________________

PREVIOUS EDUCATION

Please list all schools, colleges, and universities you attended from age 13 to the present. Please include any certificates or diplomas received.

<table>
<thead>
<tr>
<th>Age</th>
<th>Name of School</th>
<th>Address of School</th>
<th>Certificate/Diploma</th>
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</table>

My signature below indicates that all information in my application is complete, factually correct and honestly presented. I understand that failure to provide accurate and true information may invalidate my admission to Brenau University. I have read and understand the admissions policy of Brenau (catalog can be found at www.benau.edu/reg/catalog). If my application is accepted and I become a student, I agree to abide by all policies and regulations of Brenau University, including the student honor code.

Signature of Applicant:_________________________________________ Date:__________________________
FINANCIAL VERIFICATION FORM

International students must demonstrate that sufficient funding is available to meet all University and living expenses for at least the first year of study, with the assumption that this funding will be available for the duration of the degree program. An I-20 cannot be issued without this form (completed and signed) and the appropriate supporting documents. **PHOTOCOPY THIS FORM IF IT MUST BE SENT SEPARATELY.** All signatures must be original.

Name: ____________________________ Last/Family, ____________________________ First ____________________________ Middle ____________________________

Date of Birth: ____________________________ Month ____________________________ Day ____________________________ Year ____________________________

Source of Funds: ____________________________

<table>
<thead>
<tr>
<th>Expense</th>
<th>Fees per Year</th>
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<tr>
<td>Tuition</td>
<td>(Contact the Office of Admission for current full-time tuition rate) $</td>
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<tr>
<td>Health Insurance</td>
<td>$605.00</td>
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<tr>
<td>Technology Fee</td>
<td>$250.00</td>
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<tr>
<td>Books</td>
<td>$1000.00</td>
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</tbody>
</table>

These estimates do not include travel or living expenses. If you plan to bring your family, an additional $3,000 per person will be necessary.

**PERSONAL FUNDS**

USD$__________________________

Submit a bank letter verifying cash amount that is available. A current bank statement (within the last 6 months) is acceptable; however a bank letter is preferred.

**FAMILY/SPOONOR FUNDS**

USD$__________________________

Submit BOTH

1. An official and original bank letter verifying cash amount that is available is preferred. A current bank statement (within the last 6 month) is acceptable; however a bank letter is preferred.
2. An official and original letter from the sponsor, certifying that he or she will finance your education for the duration of your studies.

Name of Sponsor: ____________________________ Relationship to Student: ____________________________

Address of Sponsor: ____________________________

__________________________________________________________

Signature of Sponsor: ____________________________ Date: ____________________________

**GOVERNMENT SCHOLARSHIP**

USD$__________________________

Name of Scholarship and Originating Country: ____________________________

Submit an official and original letter indicating cash amount and availability of funds.

**OTHER SCHOLARSHIP**

USD$__________________________

Name of Scholarship and Scholarship Provider: ____________________________

Submit an official and original letter indicating cash amount and availability of funds.

**TOTAL AMOUNT AVAILABLE**

USD$__________________________

My signature below indicates that all information in my application is complete, factually correct and honestly presented. I understand that failure to provide accurate and true information may invalidate my admission to Brenau University. I have read and understand the admissions policy of Brenau (catalog can be found at www.benau.edu/reg/catalog). If my application is accepted and I become a student, I agree to abide by all policies and regulations of Brenau University, including the student honor code.

Signature of Applicant: ____________________________ Date: ____________________________

Revised: 11-4-10 dpg
SEVIS TRANSFER VERIFICATION FORM

Complete only if you have attended another college, university or secondary school in the U.S.A. Please type or print clearly. Complete the following information and send or give it to the International Student Advisor at the U.S. institution which you currently attend or most recently attended. Your advisor should mail the completed document to: Brenau University Office of Admissions, 500 Washington Street SE, Gainesville, GA 30501. This information is required for your application to Brenau University and is considered confidential.

TO BE COMPLETED BY THE STUDENT (please print)

Name: ________________________________________________

Mailing Address: ___________________________________________

Telephone #: __________________________ Email Address: __________________________

Country of Citizenship: __________________ Date of Birth: __________________ Month/Day/Year

Current Visa Type: __________________ Gender: ☐ Female ☐ Male

Are you married? ☐ Yes ☐ No If “Yes” does your spouse hold a dependent visa? ☐ Yes ☐ No Visa Type: ______________

I want to begin classes at Brenau University in the ____________ semester. Classes begin on: __________________

I give permission for my present school to release the information requested on this form and to release to Brenau University my SEVIS record.

Signature of Student: __________________________________________ Date: __________________

TO BE COMPLETED BY INTERNATIONAL STUDENT ADVISOR AT THE “TRANSFER-OUT” SCHOOL

Is this student currently attending the school that he/she was last authorized by the INS to attend? ☐ Yes ☐ No
☐ Student did not report to this school.
☐ Student reported to this school, but did not complete registration or attend classes.
☐ Student is currently controlled in a full-time program, and has been enrolled since ____________________________.
☐ Student began studying in the program on ______________ and completed the course of study on ______________.
☐ Student did not complete the course of study. His/her last day of attendance was ____________________________.
☐ Student is in reinstatement or change of status proceedings, the SRC number (if known) is ____________________________.
☐ Other ____________________________

Has this student had any financial problems with your institution? ☐ Yes ☐ No If yes, please explain on the reverse side.

To the best of your knowledge, is this student “in-status” with the INS? ☐ Yes ☐ No SEVIS ID# ____________________________

Transfer release date: ________________ (Brenau’s school code for the Gainesville, GA campus is ATL214F00053000)

Signature of Advisor: __________________________________________ Date: __________________

Name (Printed or Typed): __________________________________________ Title: __________________________

Name of Institution: __________________________________________

Email Address: __________________________________________ Telephone #: __________________________

Revised: 11.4.10 dpg