

# Hocking College

International Student Admission Application



[www.hocking.edu](http://www.hocking.edu)



## GENERAL INFORMATION

**Telephone/Hours of Operation:** 740.753.7043, Monday to Friday, 8:00 a.m. – 5:00 p.m.

**International Advisor:** Chris Mathias, 740.753.7043 ([mathias\\_c@hocking.edu](mailto:mathias_c@hocking.edu))

**Recruiting Specialist:** Cathy Roszell, 740.753.7019 ([roszell\\_c@hocking.edu](mailto:roszell_c@hocking.edu))

**Bursar:** Roxana Herdlitzka 740.753.7032 ([herdlitzka\\_r@hocking.edu](mailto:herdlitzka_r@hocking.edu))



## ADMISSION REQUIREMENTS CHECKLIST

**Step 1: A completed and signed application** form with your home country address (an incomplete form will delay the processing of your request).

**Step 2: A payment of \$50.00 non-refundable application** fee payable to Hocking College (we accept Money Orders, Traveler's Checks, Cashier's Check, Credit and Debit Cards). DO NOT SEND CASH. A second request for an I-20 will require a re-issue fee of \$50, and current financial documentation.

**\*\* Personal checks not accepted \*\***

**Step 3: Complete an Affidavit of Financial Support with a seal** from the bank stating that you or your sponsor have adequate funds to cover all costs to study in the U.S. along with an original current bank statement to verify the availability of funds. Please indicate the third-party sponsor, guarantor. Company bank statements are not acceptable.

**Step 4: Official copy of your High School Transcript** (translated into English). Submit certified credentials that indicate the completion of the equivalent of United States secondary education or high school graduation requirements.

**Step 5: Transfer Student:** If you are a transfer student please request a transfer form, and official transcript from the institution previously attended.

**Mail the application; along with \$50.00 USD Application Fee in certified funds (non-refundable) and all required documents to:**

*Hocking College  
International Student Services  
3301 Hocking Parkway  
Nelsonville, OH 45764 USA*





## PAYMENT OPTIONS

### MONEY ORDER OR CERTIFIED FUNDS – Do not send CASH

### CREDIT CARD

Name of Credit Card (check one)       VISA    MASTERCARD    AMERX    DISCOVER  
 Name of Cardholder \_\_\_\_\_ Expiration Date \_\_\_\_\_  
 Credit Card Number \_\_\_\_\_

Check charges that you authorize Hocking College to charge:

US \$50.00 Application Fee (non-refundable)

Total Charge Amount: USD\$ \_\_\_\_\_  
 Cardholder's Signature \_\_\_\_\_  
 Cardholder's Email Address \_\_\_\_\_

### WIRE TRANSFER

Specify Hocking College and Student's Name and number, the date of transfer, and amount

SWIFT#:                      BONEUS44  
 Address:                      Bank One, 2 S. Court St., Athens, Ohio 45701  
 Receiving Acct: Hocking College  
                                     Bank One Acct #656352770  
                                     Bank One Routing #044000037

After wiring money, please notify Chris Mathias, International Student Services Office



## APPLYING FOR AN F-1 VISA

Upon receipt of your Certificate of Eligibility (I-20) you will need to make an appointment with the American Consulate or Embassy having jurisdiction over your place of permanent residence. Read your Form I-20. Some of the rules you must obey are printed on page 2. Be aware of these rules – especially the requirements that you study full-time. Look at the date entered in item #5 for reporting to the school. You must apply for the visa in time to reach the school no later than that date.

Be sure that your passport is valid at least 6 months beyond the date you expect to depart the U.S. There is no time limit on how soon you can apply for the student visa. The sooner you apply the better. Consular offices get extremely busy during the late summer months (July, August, September). However, you will not be allowed to enter the United States more than 30 days prior to the start date on your I-20.

The most important rule may seem strange to you. The consular officer who makes the decision on your visa application is required to think of you as someone who plans to come to the U.S. permanently and you must approve that you intend to return to your country after completing studies. U.S. law very clearly states that F visas may be given only to persons who intend to remain in the U.S. temporarily. This rule is the number one reason for denials of student visa applications.



**APPLICATION  
HOCKING COLLEGE  
INTERNATIONAL ADMISSIONS**

<b>Staff Use Only:</b> Date Rec'd _____ App Fee Paid: _____
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**(PLEASE TYPE OR PRINT IN BLACK INK)**

**Application Procedure:** You must complete each section of this application. Failure to complete all sections of this form may delay processing time of your application. Read the attached information sheet carefully. *A certified affidavit of financial support and a notarized letter from your sponsor stating that you or your sponsor have adequate funds to cover the cost of your education at Hocking College must also be submitted along with the \$50.00 application fee. If applicable, send academic transcripts from your secondary education. **The application will not be processed without the application fee.***

<b>NAME OF APPLICANT</b> as it appears on your passport.		<b>STUDENT ID# (or Social Security #)</b>
_____ / _____ / _____ <i>Last/Family First Given Middle</i>		
<b>INDICATE QUARTER/YEAR YOU WISH TO ENTER HOCKING COLLEGE:</b>		
Summer (June) 20____ Fall (September) 20 ____ Winter (January) 20____ Spring (March) 20____		
<b>TECHNOLOGY PROGRAM:</b>		
<b>GENDER:</b> Female <input type="checkbox"/> Male <input type="checkbox"/>		<b>DATE OF BIRTH</b> _____ <i>mm/dd/yyyy</i>
<b>COUNTRY OF BIRTH:</b>		<b>COUNTRY OF CITIZENSHIP:</b>
<b>HOME COUNTRY PHONE NUMBER:</b>		<b>EMAIL ADDRESS:</b>
<b>COMPLETE HOME COUNTRY ADDRESS:</b>		
_____ <i>(Street)</i>		_____ <i>(PO Box Number)</i>
_____ <i>(City)</i>		_____ <i>(Province/Territory)</i>
_____ <i>(Country)</i>		_____ <i>(Postal Code)</i>
<b>WILL A FAMILY MEMBER ACCOMPANY YOU? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, give name(s) and relationship to you. Name</b>		
Name	Relationship	Birth date
_____	_____	_____
		<b>Male <input type="checkbox"/> Female <input type="checkbox"/></b>
_____	_____	_____
		<b>Male <input type="checkbox"/> Female <input type="checkbox"/></b>
<b>PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:</b>		
In United States _____		Telephone Number _____
In Home Country _____		Telephone Number _____
<i>I understand that newly accepted students are expected to participate in college orientation and that adherence to the policies and regulations of Hocking College is a stipulation of my admission and enrollment as a student. I certify that all of the information given in this application is complete and accurate to the best of my knowledge.</i>		
<b>Applicant's Signature</b> _____		<b>Date</b> _____



# FINANCIAL VERIFICATION REQUIREMENTS

Hocking College requires confirmation of financial resources from all applicants who are not U.S. citizens or who are not holding permanent resident (immigrant) visas. These statements must be on file in the Office of International Student Services before an I-20 can be issued. A guaranteed minimum of \$18,000 USD is required for issuance of an I-20. This

includes the cost of tuition, fees, books, health insurance, and supplies for three academic quarters plus other expenses for one academic year. Students planning to be accompanied by a dependent(s) will be required to provide \$4,000/yr additional funds. Tuition fees and expenses are subject to change without notice. Current figures will be listed on the form I-20.

**Applicant's Name** \_\_\_\_\_  
(PLEASE PRINT)

I certify that I will have a minimum of \$18,000 USD available PER YEAR while I am studying at Hocking College, exclusive of travel funds. You must attach a recently issued original bank statement, translated into the English language, indicating current balance of the account in U.S. Dollars.

These funds will be provided as follows (*Check one or more*):

<input type="checkbox"/> From my own savings - <i>Attach original bank statement in your name, which indicates the amount of funds available</i>
<input type="checkbox"/> From my family/friend - <i>Attach original bank statement in your guarantor's name (sponsor or parent) that indicates the amount available from the guarantor of his/her intentions to provide support. Include name, address and phone number of sponsor.</i>
<input type="checkbox"/> Other ( <i>Specify</i> ) _____ <i>Attach original documentation – Students sponsored by a scholarship, grant or loan from their home country government/agency must attach an official letter of award and payment/billing instructions.</i>
<input type="checkbox"/> U.S Citizen or Permanent Resident Complete Affidavit of Support (I-134 form). Form can be obtained from <a href="http://uscis.gov/graphics/formsfee/forms/files/i-134.pdf">http://uscis.gov/graphics/formsfee/forms/files/i-134.pdf</a>
<input type="checkbox"/> For dependent(s), I certify an additional \$4,000 USD per year per dependent.



## HOUSING OPTIONS - Please indicate your choice of housing:

- I wish to live on campus and have contacted the housing office to make arrangements. [http://www.hocking.edu/campus\\_services/housing/housing-off\\_campus.htm](http://www.hocking.edu/campus_services/housing/housing-off_campus.htm)
- I wish to live off campus and have made all arrangements. My new address will be: \_\_\_\_\_
- I wish to live off campus, and require a room to be assigned for me. I am aware that off campus housing will be in a shared house with other students. Hocking College bears no responsibility whatsoever for the assigned accommodation allocated for me.

Signed \_\_\_\_\_ Print \_\_\_\_\_ Date \_\_\_\_\_

Campus Managed Housing - The *residence halls* include study, recreation, meeting rooms, and laundry facilities. To make on campus housing arrangements visit: [http://www.hocking.edu/campus\\_services/housing/index.htm](http://www.hocking.edu/campus_services/housing/index.htm)