



Chicago Campus

International Student Admission Information and Application

Dear Prospective International Student:

Greetings from Argosy University, Chicago Campus and thank you for your interest in our university. We are happy to provide you with an international admission packet and would be glad to answer any questions that you have.

We encourage you to take a look at our website at www.argosy.edu where you can review more information on our school and the degree programs we offer.

If you have any questions regarding the application process, please contact our Admissions Office. Upon completion and return of all of the documents requested of you, your file will be reviewed, and you will be notified of an admission decision. If you are fully admitted to one of our programs, further information will be provided to you regarding the student visa process. Should you have any specific questions regarding the immigration requirements of the United States Department of Homeland Security or the student visa process, please feel free to contact our International Student Advisor.

Once you've completed all documents, please mail them, along with all supporting documentation to 350 N. Orleans Street Chicago, IL. 60654

Again, thank you for your interest in Argosy University, Chicago Campus.

Sincerely,

The Admissions Team

International Student Admission Document Checklist

Please provide the following documents in order to be considered for admission:

- All documents required for standard application.
- A completed and signed Application for Admission of International Students.
- Original or official copies of all educational transcripts and diplomas. These educational transcripts and diplomas must be issued by your school in English or include a complete and official English translation.
- Certified international credential evaluation (further information available on pg.12 of this packet).
- Proof of English language proficiency (please refer to enclosed English Language Proficiency Policy on pg. 11 of this packet for more information).
- Completed International Student Financial Certification Form (Contained in this packet on pgs. 5-6. This requirement is only for those international applicants who desire either initial F-1 student non-immigrant status or transfer of F-1 status from another college or university in the United States).
- Official financial statements (typically provided by a bank) dated within the past 6-months verifying sufficient funds to cover the cost of the educational program as well as all living expenses (to determine the amount of money required for the academic program to which you wish to apply, please refer to the International Student Financial Information on pgs. 9 and 10 of this packet - this requirement is only for those international applicants who desire either initial F-1 student non-immigrant status or transfer of F-1 status from another college or university in the United States).
- A photocopy of your valid passport to provide proof of birth date and citizenship (students outside the United States who have not yet acquired a passport will need to submit a copy of their birth certificate).
- If you are currently residing in the United States: a photocopy of the visa page contained within your passport as well as a photocopy of the front and back of your I-94 arrival/departure record (white card, usually stapled next to the visa in your passport).
- If you wish to transfer from another college or university in the United States to Argosy University, Chicago Campus you are required to submit a completed International Student Transfer Clearance Form (this form is contained in this packet on pgs. 7 - 8).



APPLICATION FOR ADMISSION FOR INTERNATIONAL STUDENTS

Complete the application using English. Please type or print.

PERSONAL INFORMATION

Enter your exact legal name as it appears on your passport; if you do not yet have a passport, enter your name precisely as it appears on your birth certificate.

Family/Surname *First* *Middle*

Mailing Address:

Number and street

City *Province/State* *Mail/Zip Code* *Country*

Address in Home Country (if different from your mailing address):

Number and street

City *Province/State* *Mail/Zip Code* *Country*

Country of Birth: _____ Date of Birth: _____

Country of Citizenship: _____

IMMIGRATION INFORMATION

Only applicants applying from inside the United States are required to complete this section.

VISA Information:

Date of last entry: _____

Type of visa at last entry: _____

Type of visa last held: _____

If you are in M, F, or J status, what institution issued the immigration documentation which you used to last enter the US? _____

Are you currently enrolled in school? yes no

If yes, name school: _____

An International Student Transfer Verification Form must be submitted to transfer from another U.S. institution of higher education.

DEPENDENT INFORMATION

If you have dependents who intend to accompany you to the United States while you complete your studies, please complete the follow section.

If you are married, does your spouse intend to accompany you to the U.S. for your studies? yes no

If yes, please complete:

Spouse's complete Name: _____ Date of Birth _____
Country of Birth _____ Country of Citizenship: _____ Male/Female _____

If you have children, do they plan to accompany you to the U.S.? yes no

If yes, please complete for each child:

Child's Name: _____ Country of Citizenship: _____
Date of Birth: _____ Male or Female? _____

Child Name: _____ Country of Citizenship: _____
Date of Birth: _____ Male or Female? _____

Child Name: _____ Country of Citizenship: _____
Date of Birth: _____ Male or Female? _____

PROGRAM INFORMATION

Academic Level & Major: _____

Anticipated Start Date: _____

I certify that the information provided is complete and accurate to the best of my knowledge.

Signature of applicant

Date



International Student Financial Sponsorship Form

*Please complete both sides of this form completely. Failure to complete all sections of the form will result in the form being returned to you and will delay the receipt of any documents required to apply for your student visa. **Important:** International students must present valid evidence of adequate funds to meet all living expenses and all financial obligations to Argosy University, Chicago Campus for the first academic year of study.*

Family Name (last name): _____ Given name (first name): _____

Applicant Certification of Financial Sponsorship

Source of Funding (please list exact amounts)

Your own funds US\$ _____

(You must submit supporting bank documentation)

Funds from sponsor (parent, relative) Name _____ US\$ _____

(Sponsor must submit supporting documentation)

Additional Funds Source _____ US\$ _____

(Supporting documentation required)

Total Amount of Available Funds US\$ _____

(Total amount should be equal to or greater than amount listed for your program on enclosed financial information sheet)

Official Certification of Sources of Funds and Amounts (To be completed by bank official)

Please Check All That Apply:

This is to certify that I have read the information furnished by the applicant on this form, that it is a true and accurate statement, and that the funds are available in the above amount indicated:

Attached is original documentation on official bank letterhead attesting to the assets which this institution hold in the account of the above named student and/or student's sponsor.

Signature of Bank Official: _____ Date: _____

Title of Bank Official: _____

Financial Certification of Sponsor

Name of Sponsor: _____

Address of Sponsor _____

Student's Relationship to Sponsor (e.g., parent, friend, relative) _____

Sponsor's Guarantee (To be completed by sponsor)

I, _____, guarantee the sum of (US dollars) \$_____ will be available for
(Sponsor's name)

_____ for the first academic year at Argosy University, Chicago Campus. A comparable sum
(Student's name)

of money will be available for _____ years.

Signature of Sponsor _____ Date _____

Signature of Applicant

I fully understand the minimum amount of money necessary for tuition, books, supplies, and living expenses to attend Argosy University, Chicago Campus. I verify that the minimum amount as listed on this international student financial information form will be available per academic year for my studies. I also understand that I must obtain and maintain health insurance coverage for the full duration of study at Argosy University, Chicago Campus. I certify that the information provided on this form is true and correct.

Signature of Applicant _____ Date _____



To be Completed by Applicants in F-1 Status

This form is to be completed if you are transferring to our university from another U.S. college or university in the United States. Please complete the top portion and have the bottom portion completed by the International Student Advisor at the school you currently attend or last attended.

TO BE COMPLETED BY THE STUDENT:

Family Name (last name): _____ Given Name (first name): _____

SEVIS ID #: _____ Date of Birth: _____

I hereby grant permission for the information requested below to be forwarded to Argosy University, Chicago Campus.

Signature *Date*

TO BE COMPLETED BY THE DESIGNATED SCHOOL OFFICIAL AT TRANSFER OUT SCHOOL:

The above named student has applied for admission to Argosy University, Chicago Campus. In accordance with pertinent USCIS regulations, we request that you confirm his/her status at your institution so that we may process a transfer in SEVIS. Please complete the information listed below and return the form to the address listed on the back of this form. For information on how to properly transfer the record in SEVIS to our university, please refer to instructions on back of this form.

• What is the student's SEVIS ID#? _____

• What is the student's SEVIS "transfer release date?" _____
(Please do not transfer out SEVIS record w/o proof of admission from Argosy University)

• Is the above information completed by the student correct? Yes No

• To the best of your knowledge, is the student currently maintaining valid non-immigrant status pursuant to the federal regulations as outlined in 8 CFR 214(F)? Yes No

• If "No," please explain:

• Is/was the student pursuing a full course of study? Yes No

• Please indicate the student's actual dates of attendance at your institution: From _____ To _____

• Please list all periods of optional or curricular practical training (please indicate CPT or OPT):

Signature of DSO: _____
Phone Number: _____
SEVIS School Approval Code: _____

Name and Title of DSO: _____
Name of Institution: _____

***Procedures for F-1 Students Transferring to Argosy University, Chicago Campus
From Another College or University in the United States***

If you are transferring to Argosy University, Chicago Campus from another U.S. college or university, you should follow the procedures outlined below.

1. Notify the school you currently attend or last attended that you wish to transfer to Argosy University, Chicago Campus. Wait to receive your admission letter. Once you receive the admission letter, take a copy or send a copy of the letter with this form to the International Student Office at your current school or last school attended and ask that the Designated School Official do the following:
 - a. Enter into SEVIS your intent to transfer to Argosy University, Chicago Campus. In SEVIS, our campus appears as "Argosy University/Chicago." Please note that there are many Argosy University locations. It is best to search SEVIS for our school as Argosy University* and then select the Chicago campus location.
 - b. Enter into SEVIS a "transfer release date."
 - c. Complete the bottom portion of this transfer verification form and mail to our office at the address provided at the bottom of this page. A copy may also be faxed, provided that the facsimile can be identified as having originated from the school completing the form.
2. If we do not already have on file copies of your pertinent immigration related documents, please send copies of those as well. We cannot process your transfer until we have the following documents in our office:
 - d. A photocopy of your valid passport.
 - e. A photocopy of the front and back of your I-94 Arrival/Departure Record (the white card stapled inside your passport).
 - f. Photocopies of any I-20s issued previously by other colleges or universities in the United States.
 - g. Completed Transfer Verification Form (see front side of this form)

Please also note that we must wait until after the "Transfer Release Date" entered into SEVIS by your current school before we may process your transfer. You will not be issued any nonimmigrant documentation until the Transfer Release Date.

3. You are required by law to report to the International Student Office (ask for the International Student Advisor) at Argosy University, Chicago Campus on the first day of classes to request that we complete the transfer of your I-20. **Failure to report to the International Student Advisor within 15 days of the school start date is a violation of your F-1 student visa status.**
4. When all your documents are received, the International Student Advisor at Argosy University, Chicago Campus will notify USCIS of your transfer to the school through SEVIS.

IMPORTANT NOTE:

Failure to follow these instructions may result in the loss of your student non-immigrant status!

Argosy University, Chicago Campus
Janice Anderson
350 N. Orleans St.
Chicago, Illinois 60654
Phone: (312) 777-7622 Fax # (312) 777-7750



INTERNATIONAL STUDENT FINANCIAL INFORMATION **2007 - 2008**

In order to fulfill federal requirements imposed by the Department of Homeland Security, listed below are the required financial amounts in U.S. dollars that international students desiring student non-immigrant status must demonstrate are available, on an annual basis, to support education within the United States.

You are required to provide a bank statement from either a checking or savings account. The statement must be issued within the past 6-months. You may provide a bank statement in your local currency; however the statement must be issued in the English language. If you wish to provide some alternative verification of funding (i.e., liquid assets associated with stocks, bonds, mutual funds, etc) please contact the International Student Advisor at Argosy University, Chicago Campus to discuss the acceptability of such alternative verification.

Please refer to the program to which you are applying to below in order to determine the total amount in U.S. dollars of which you must provide proof. The figure below represents the total amount of tuition for a full-time course load, all living expenses, and any other additional administrative fees for your first academic year (12-months) of study in the United States.

BUSINESS PROGRAMS

Bachelor of Science in Business Administration (BS)

Tuition and Administrative Fees = \$16,745 / \$455 per credit hour (represents the 12-credit hour per term full course of study requirement for three semesters)

Living Expenses = \$20,800

Other (books and medical insurance) = \$2,500

TOTAL = \$40,045

Master of Business Administration (MBA)

Master of Science in Management (MSM)

Tuition and Administrative Fees = \$10,285 / \$560 per credit hour (represents the 6-credit hour per term full course of study requirement for three semesters)

Living Expenses = \$20,800

Other (books and medical insurance) = \$2,500

TOTAL = \$33,585

Doctor of Business Administration (DBA)

Tuition and Administrative Fees = \$14,245 / \$780 per credit hour (represents the 6-credit hour per term full course of study requirement for three semesters)

Living Expenses = \$20,800

Other (books and medical insurance) = \$2,500

TOTAL = \$37,545

EDUCATION PROGRAMS

Master of Arts in Education (MAEd)

Tuition and Administrative Fees = \$10,285 / \$560 per credit hour (represents the 6-credit hour per term full course of study requirement for three semesters)

Living Expenses = \$20,800

Other (books and medical insurance) = \$2,500

TOTAL = \$33,585

Doctor of Education (EdD)

Tuition and Administrative Fees = \$14,245 / \$780 per credit hour (represents the 6-credit hour per term full course of study requirement for three semester)

Living Expenses = \$20,800

Other (books and medical insurance) = \$2,500

TOTAL = \$37,545

PSYCHOLOGY PROGRAMS

Bachelor of Arts (BA)

Tuition and Administrative Fees = \$16,745 / \$455 per credit hour (represents the 12-credit hour per term full course of study requirement for three semesters)

Living Expenses = \$20,800

Other (books and medical insurance) = \$2,500

TOTAL = \$40,045

Master of Arts (MA) in Clinical Psychology

Tuition and Administrative Fees = \$21,745 / \$895 per credit hour (represents the 9-credit hour per term for Fall and Spring semesters and 6 credit hours for summer semester full course of study requirement)

Living Expenses = \$20,800

Other (books and medical insurance) = \$2,500

TOTAL = \$45,045

Master of Arts (MA) in Counseling Psychology or Forensic Psychology

Tuition and Administrative Fees = \$10,285 / \$560 per credit hour (represents the 6-credit hour per term full course of study requirement for three semesters)

Living Expenses = \$20,800

Other (books and medical insurance) = \$2,500

TOTAL = \$33,585

Doctor of Education (EdD) in Counseling Psychology or Organizational Leadership

Tuition and Administrative Fees = \$14,245 / \$780 per credit hour (represents the 6-credit hour per term full course of study requirement for three semester)

Living Expenses = \$20,800

Other (books and medical insurance) = \$2,500

TOTAL = \$37,545

Doctor of Psychology (PsyD) in Clinical Psychology

Tuition and Administrative Fees = \$21,745 / \$895 per credit hour (represents the 9-credit hour per term for Fall and Spring semesters and 6 credit hours for summer semester full course of study requirement)
Living Expenses = \$20,800
Other (books and medical insurance) = \$2,500
TOTAL = \$45,045



English Language Proficiency Policy

Regardless of country of birth or citizenship, immigrant or nonimmigrant status, all applicants to all Argosy campuses whose first language is not English must demonstrate competence in the English language. Demonstration that English is an applicant's "first" language can be satisfied if the applicant submits a diploma from secondary school (or above) in a system in which English is the official language of instruction. If English is not the applicant's "first" language, the applicant will need to meet the minimum acceptable proof of English Language Proficiency standard.

Minimum Acceptable Proof of English Language Proficiency Standard

		<u>AS/BS</u>	<u>Graduate Level</u>
T.O.E.F.L	Paper	500	550
	Computer	173	213
	iBT	61	79-80

T.O.E.F.L Equivalent/Alternative English Language Programs/Test

American College Testing (ACT) English	19	21
ELS Language Schools	109	112
Kaplan Educational Centers: Successful Completion of Kaplan Course Level ("Kaplevel")	High Intermediate	Advanced
EF International Language Schools	106	107
Michigan English Language Assessment Battery: (Also Known as the MELAB or "Michigan Test")	80	85
Students from Puerto Rico: Prueba Aptitud Academica (PAA): English Proficiency Section	526	572
Scholastic Aptitude Test (SAT): Verbal Score	500	540
University of Cambridge (U.K.) Local Examinations Syndicate: First Certificate in English (FCE) a.k.a.: Level III	A or B	--
Certificate in Advanced English (CAE) a.k.a.: Level IV	C	B
Certificate in Proficiency of English (CPE) a.k.a.: Level V	C	C
I.E.L.T.S. (a Cambridge University exam)	6.5	7.0

Undergraduate (diploma, associate and bachelor level) applicants may also satisfy the minimum standard of English language proficiency by submitting:

- Proof of successful completion of a minimum of two semesters or quarters of post-secondary coursework in which English is the language of instruction.
- Satisfactory completion of English 101 or 102 at an English speaking college or university within the USA, achieving grade 'C' or better.

For information on taking the TOEFL examination, please refer to www.toefl.org.



International Credential Evaluation

All educational credentials representing education completed outside the United States must be evaluated by an approved international credential evaluation company. You should ask the company for a "course by course" evaluation. Additionally, if the transcript is not issued from the school in English, you are required to have the credentials translated into English. Though Argosy University does not recommend or promote any specific evaluation service, a few organizations that our institution has used in the past are listed below for your reference. You are welcome to shop the different providers and find the one that provides you with the best service for your needs. The only requirement is that the credential evaluator be licensed in the field of international credential evaluation.

AACRAO – www.aacrao.org/credential

Educational Credentials Evaluators – www.ece.org

World Education Services – www.wes.org

At minimum, the international credential evaluation company that you choose must be recognized by the National Association of Credential Evaluation Services (www.naces.org). For a list of member organizations, please refer to the following website: <http://www.naces.org/members.htm>.