

DIN: 3000-1-02
Title of Policy: International Student Admission

Policy

The College believes that international students will benefit from gaining an education at Northwest Technical College; therefore, the College encourages their enrollment. International students are those who do not have United States citizenship, permanent residency, or refugee or political asylum status and who need a F or M visa.

International applicants must meet the following admission requirements.

1. Submit the Northwest Technical College International Student Application.
2. Submit a TOEFL score of at least 500 on the paper version or 173 on the computer version or documentation of recent completion of a college-level composition course with a grade of “C” or better from a college in the United States. NTC will waive the English requirement for any applicant whose native language is English.
3. The minimum academic requirement is graduation from an accredited secondary school or its equivalent. Applicants must arrange for the NTC Admission office to receive official academic records from all secondary, college, university, or professional institutions attended. Photocopies are not acceptable. A certified literal translation must be included with the official document if the record is not in English.
4. Submit documentation that all educational and living expenses will be provided for the first year of enrollment by completing the NTC Certification of Finances and bank statement.
5. Minnesota law requires that all students born after 1956 and enrolled in a public or private post-secondary school in Minnesota be immunized against diphtheria, tetanus, measles, mumps, and rubella.

Financial aid through NTC is not available for international students. Employment is not available during the first year of academic study and is limited after the first year and is subject to the regulations of United States Citizenship & Immigration Services (USCIS). Northwest Technical College is not responsible for any bills due to illness or injury.

International students must maintain a full-time course of study for every semester they are enrolled.

International students must purchase the system-approved student health insurance health policy except those students whose sponsoring agency or government certifies that the student is covered under a plan provided by the sponsoring agency or government.

Purpose

To provide for international student admission.

The most current documentation is electronic; therefore, please discard printed copy after 24 hours. This does not apply to completed forms which are records.			Print Date: 08/22/19 3:50 PM
Document Number:3000-1-02	Rev. 5-2-07, 6/19	Page 1 of 2	Level #1
Title: International Student Admission			Implementation Date:
Approved: President Hensrud	Date:	Check here if policy should appear in campus handbook:	

Responsibility

The table below describes responsibilities for this policy:

Group/Individual	Responsibility
International Student	Submit all required documentation.
SEVIS Designated School Official	Verify that all documentation is received and meets standards. Input and maintain data in SEVIS. Issue I-20. Inform admissions office of eligibility to be accepted.
Principal Designated School Official	Ensure compliance of policy and with SEVIS regulations

Supporting References

Listed below are college document(s) that support this policy:

Compliance References

Listed below are references to compliance requirements (e.g. Minnesota State policy, federal regulations).

Minnesota State Board Procedure 3.4.1

The most current documentation is electronic; therefore, please discard printed copy after 24 hours. This does not apply to completed forms which are records.			Print Date: 08/22/19 3:50 PM
Document Number:3000-1-02	Rev. 5-2-07, 6/19	Page 2 of 2	Level #1
Title: International Student Admission			Implementation Date:
Approved: President Hensrud	Date:	Check here if policy should appear in campus handbook:	