

# International Student Admission Checklist

## for new overseas F-1 students applying to Butler

**IMPORTANT:** All of items #1 – 8 must be completed before the application deadline. The application deadline is June 15 for the Fall semester and November 15 for the Spring semester. New students are not admitted for the Summer semester.

- 1. Application** completed in full, at [www.butlercc.edu/apply](http://www.butlercc.edu/apply)
- 2. Current Bank Statements** showing an amount equal to at least \$16,897 USD (scanned copy acceptable)
- 3. Sponsor Letter/Financial Guarantee Form** hand signed and dated recently (scanned copy acceptable)
- 4. Secondary School Examination Results/Final Certificates** in English (scanned copy acceptable)
- 5. Housing Statement** stating where you intend to live while attending Butler
- 6. Copy of Passport** Copy of name page of current passport
- 7. Proof of English Proficiency** TOEFL 500 (PBT), 173 (CBT), 61 (iBT), IELTS 5.0. For students whose country's official language is English, a secondary English grade and overall grade point average equivalent to "C" or better
- 8. \$75 non-refundable processing fee** Can only be paid after application documents are approved by an advisor.

### After Admission

- SEVIS Fee** \$350 non-refundable fee paid to U.S. Department of Homeland Security with Form I-901. Your receipt can be printed upon payment and is necessary for scheduling a visa interview appointment. [www.fmjfee.com](http://www.fmjfee.com)
- Visa Interview** Students must schedule the visa appointment after paying the SEVIS fee. For information on interview requirements, contact the U.S. Embassy or Consulate.
- Arrange Housing** Housing should be arranged before arriving at Butler. On-campus housing applications can be completed online at [housing.butlercc.edu](http://housing.butlercc.edu) only after being admitted to Butler and placement is not guaranteed. Students may also find apartments to rent in the area or live with family or friends. Host families are not provided. Butler staff are not responsible for helping students find housing.
- Travel to Butler** Schedule flights to Wichita's Dwight D. Eisenhower National Airport (ICT). Airport pickup is available on request. New students may arrive within a month of the session start date and no later than a week before classes begin.
- Arrival At Butler** After arriving on-campus, be aware of the following:
  - Students without ACT or SAT scores will need to take placement tests after arrival in reading, writing, and math.
  - Students must take a TB test after arriving in the US and before enrolling in classes (health facilities available on campus).
  - Students must purchase health insurance and provide proof of coverage prior to enrollment.

**Note:** All new international students must take a **mandatory international orientation session**. Health insurance is mandatory and verification is required within first two weeks of the semester. Options for coverage are provided.

For more details on international student admission requirements, please go to [www.butlercc.edu/international-student-advising](http://www.butlercc.edu/international-student-advising)