

International Admission Checklist

for new overseas F-1 International 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, including an academic major and a foreign address listed under “Home Country Address”
- 2. Bank Statements** dated within 6 months of start of semester showing at least \$18,912 USD (scanned copy acceptable)
- 3. Sponsor Letter/Financial Guarantee Form** hand signed and dated within 6 months of start of semester for each sponsor (scanned copy acceptable)
- 4. High School Transcripts** in English (scanned copy acceptable)
- 5. Housing Statement** stating where you intend to live while attending Butler
- 6. Copy of Passport** Copy of current passport. If unavailable, a copy of birth certificate is acceptable
- 7. 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** pay through Butler Accounts Receivable, 1.316.322.3181. Can only be paid after a student is admitted to Butler.

After Admission

- SEVIS Fee** \$200 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
- Visa Interview** Students must schedule the visa appointment after paying the SEVIS fee. Some materials needed for the interview include the I-20 (signed), passport, Butler acceptance letter, financial support documents, completed visa application, evidence that the student will return to their home country, and two 2”X2” photos. For further information, 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 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. Students are responsible for finding housing.
- Travel to Butler** Students should arrange flights to Wichita’s Dwight D. Eisenhower National Airport (ICT). Airport pickup is available on request.
- Arrival At Butler**
 - New students may arrive within a month of the start of classes and no later than a week before classes begin.
 - Students will need to take placement tests after arrival in reading, writing, and math for a \$15 fee.
 - Students must take a TB test after arriving in the US and before enrolling in classes (health facilities available on campus).
 - Purchase health insurance and provide proof of coverage to the International Student Office

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