

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. Item #8 \$75 non-refundable processing fee must be paid within 1 week of the admission deadline. The application deadline is June 15 for the Fall semester and November 15 for the Spring semester. Overseas students are not admitted for the Summer semester.

- ☐ **1. Application** completed in full, at www.butlercc.edu/apply
 - ☐ **2. Current Bank Statements** showing an amount equal to at least \$17,875 USD (scanned copy acceptable)
 - ☐ **3. Sponsor Letter/Financial Guarantee Form** completed
Financial Guarantee Form signed by student and sponsor, or a signed letter from the sponsor (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** See chart for details
 - ☐ **8. \$75 non-refundable processing fee** Paid at Butler Student Accounts, after admission documents are approved
- For more details on international student admission requirements, please go to www.butlercc.edu/international-admission.

Options for Proof of English Proficiency	
Scores must be less than 3 years old	
Secondary English grade <u>and</u> overall secondary grade point average equivalent to 2.0 or better (only for students whose country's official language is English)	
TOEFL iBT (old)	61
TOEFL iBT (new)	3.5
IELTS	5.0
Duolingo English Test	90
Pearson Test of English (PTE)	50
1 year of study at an accredited U.S. high school with a 2.0 GPA or higher	
12+ credit hours of academic courses from a U.S. college/university with a 2.0 GPA or higher	

I-20 forms will only be issued when all admissions requirements are met and processing fee is paid. Upon receipt of the processing fee, an I-20 form will be issued within 14 days.

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.fmiffee.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 must be arranged before arriving at Butler. On-campus housing applications can be completed online at <https://www.butlercc.edu/residence-life> only after being admitted to Butler; placement is not guaranteed. Students may also find off-campus housing. Host families are not provided. Butler staff are not responsible for helping students find housing.
- ☐ **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 course**. Health insurance is mandatory and must be submitted at time of enrollment. Options for coverage can be provided.