

Dear International Student:

We are pleased that you are interested in attending Harper College. You are required to submit the following documents in order to complete your application for an I-20 form:

- 1. Harper College Application and Fee**
On the application, please list the address where you will be living in the U.S., if you know it. An application fee of **\$25.00 (a NON-REFUNDABLE FEE)** will be charged. You can pay by check or money order (**U.S. FUNDS**) made out to Harper College.
- 2. International Student Processing Fee**
Harper College charges a **\$150.00 NON-REFUNDABLE PROCESSING FEE (U.S. FUNDS)** check or money order made out to Harper College.
- 3. Photograph**
Photograph of yourself (passport size).
- 4. International Student Supplemental Information Form**
This two-page form must be completed and submitted with your Harper College application form. You must attach a bank certification or letter verifying that you and/or your sponsor has at least U.S.\$23,000 to provide for your first year of tuition, fees, and living expenses. An applicant can have more than one sponsor. (US State Department requires sponsors to show verification of assets to cover tuition, fees, and living expenses. The estimated expenses are \$23,000 per year for a single student and an additional \$4,000 per each dependent). These estimated expenses are based on school attendance for **two** semesters.
- 5. Educational Background Documents**
You must include proof of your completion of high school (secondary education) with your application. Your diploma or certificate of general education ***SHOULD BE TRANSLATED INTO ENGLISH.***
- 7. Responsibility Form and U.S. Contact Information**
Read this form in its entirety. Sign the top half and include any U.S. contact information.
- 8. Statement of Educational Goals**
All students are required to write, to the best of their ability, a short paragraph describing their educational goals.
- 9. Dependent, F-2 Information Sheet (if applicable)**
You will need to provide the citizenship, country of birth, date of birth, and gender information for all dependents (spouse and/or children) and provide a copy of each family member's passport, visa and I-94 card (if appropriate).

10. Copy of Passport and I-94 Card

We require a copy of your passport, specifically the biography page with your photograph and identifying information, and if you are currently residing in the U.S., we need a copy of your U.S. visa stamp and your I-94 card as well.

11. English Proficiency

A minimum score of 79 on the iBT TOEFL, a minimum score 210 on the computer based version, or 550 on the paper-based version is required for students who wish to enroll in degree credit courses. **Harper College's institutional code number is 1932.** TOEFL scores ***are not*** required from students who are planning to study English as a Second Language. If a student obtains the minimum TOEFL score, then he/she must take the Harper College Compass tests. If the student does not place into English 101, he/she must take the English as a Second Language Assessment tests for placement in Harper College ESL classes. The TOEFL score is valid only for two (2) years. Harper College also accepts the **IELTS** with a score of 6.5 or higher.

12. School Transfer Eligibility Confirmation Form

The form needs to be completed by the student and the current school. A copy of the current I-20 form if the student is transferring from a U.S. high school, college, or university, or a copy of the current DS-2019 form if the student is currently in the U.S. on a "J" visa.

13. Health Insurance

Mandatory health insurance is required for all Harper College international students. Estimated annual fee is about \$900.00 (school year 2012-2013; coverage for new injuries and illnesses are a maximum of \$250,000.) **DO NOT BUY A POLICY PRIOR TO ARRIVAL, OTHERWISE YOU MAY HAVE TO PAY FOR 2 POLICIES.**

Deadlines for the submission of all completed forms are:

<u>Semester</u>	<u>Forms completed and submitted by</u>
Fall _____	June 15 _____
Spring _____	November 15 _____
Summer _____ (Intensive English Program)	March 30 _____
Summer _____ (College degree coursework only)	April 15 _____

It is very important that these forms be filled out with **ALL** the required information. It is also very important that the student's name is printed on all documents

WAIVER VISA

IF YOU ENTERED THE UNITED STATES AS A VISITOR AND HAD THE VISA WAIVED (WT), THIS MEANS YOU DO NOT HAVE A VISA. THEREFORE, YOU MUST APPLY FOR THE F-1 VISA FROM OUTSIDE OF THE UNITED STATES.

INTENSIVE ENGLISH PROGRAM (IEP) SCHEDULES

If you enroll in the Intensive English Program (IEP) the approximate schedule for courses in the fall and spring semesters is Monday through Friday from 9:00 AM to 4:00 PM. The summer schedule is Monday through Friday from 9:00 AM to 4:00 PM.

TUITION/REQUIRED COURSE LOAD

Effective May 2012, the rate of tuition for international students is **\$439.00** per credit hour. ***This cost is subject to change without prior notice.*** (Historically, the tuition is increased once a year effective summer semester). Because students on the F-1 visa are required to be enrolled in a

MINIMUM OF 12 CREDIT HOURS* IN BOTH THE FALL AND SPRING

SEMESTERS, an average tuition payment is ***approximately \$6,500.00 - \$6,800.00 per semester, which includes most fees including mandatory health insurance. The student should come prepared to pay his/her tuition and fees at the time of each semester's registration.*** Please keep in mind that the U.S. Embassy requires that you have a ***minimum of \$23,000*** for both ***school and living expenses.*** If you have dependents you should add an extra ***\$4,000*** for each one.

****If you are enrolled in the Intensive English Program (IEP) then you will be required to take 14 or 15 credit hours of coursework per semester.***

HOUSING

There are **no dormitories** at Harper College. Most of our international students reside with family or friends, who live near William Rainey Harper College. Each student is responsible for making his or her own housing arrangements.

HEALTH INSURANCE

The expense for health care service, i.e. doctor and hospital, is very costly in the United States.

Mandatory health insurance is required for all Harper College

international students. This insurance helps protect you in case of a medical emergency, which can cost thousands of dollars in the United States. The current insurance coverage of Harper College's policy provides maximum coverage of U.S. \$250,000.00 per new injury or illness. You ***must*** purchase Harper's health insurance policy for international students. You will be billed at the time you register for classes.

The International Student Coordinator will gladly help you with any questions or problems that arise while you are a student at Harper College. We would like to remind you again to please complete all parts of the attached forms. **PLEASE KEEP COPIES OF ALL DOCUMENTS SUBMITTED. YOU WILL NEED TO SUBMIT THEM TO A U.S. EMBASSY OR TO USCIS.** Please send all application documents to the following address:

International Student Office (F340)
William Rainey Harper College
1200 West Algonquin Road
Palatine, IL 60067-7398
Phone: (847) 925-6756
Email: iso@harpercollege.edu
Fax: (847) 925-6082

If you would like to submit these documents in person, please call the office at (847) 925-6756, and speak or leave a message to Jill Izumikawa, International Student Coordinator. The International Student Office is open from 8:00 AM to 4:30 PM, Monday through Friday. We hope to see you as a student at Harper College.

Sincerely,

Jill A. Izumikawa

Jill A. Izumikawa
International Student Coordinator
International Student Office
Designated School Official (DSO)
jizumika@harpercollege.edu