

**DAWSON COMMUNITY COLLEGE  
INTERNATIONAL STUDENT ADMISSIONS POLICY  
(Effective 2/28/89, Revised 08/01/2023)**

**APPLICATION PROCEDURES FOR INTERNATIONAL STUDENTS**

In order to be considered for admissions, applicants must submit an application, financial documentation, secondary and post-secondary transcripts, and an English proficiency score. You must arrive on campus and check into the Student Living Complex no sooner than 30 days prior to the start of the semester and no later than 5 days after the start of a semester.

**REQUIRED CREDENTIALS**

**1. Application for Admissions** - Please complete all items on the application form. Use the same spelling of your name on all correspondence.

**2. International Student Processing Fee** - International students must pay a \$70 processing fee. <https://mt.accessgov.com/dawsoncc>

**3. English Language Proficiency /Standardized Tests** - Applicants whose native language is not English are required to submit official results from one of the following:

- a. Test of English as a Foreign Language (TOEFL) exam. The minimum score accepted is 500 on the paper test, 61 on the Internet-based test
- b. Duolingo – The minimum score accepted is 90
- c. International English Language Testing System (IELTS) score of 5.5
- d. ACT English score of 20
- e. SAT Writing Language score of 25
- f. SAT Evidence-based Reading/Writing score of 440

**4. Evidence of Financial Support** (see attached form) - All applicants who will require a FORM I-20 must complete and return the source of Financial Support form. This form must be accompanied by financial documentation, which certifies that \$20,000 will be available to cover all estimated expenses for one calendar year. This documentation should consist of an original bank or employer's letter on official letterhead. Photocopies of financial documentation are not acceptable.

**5. Student Living Complex Application** - All freshmen with fewer than 30 credits are required to reside on campus. All foreign students, who transfer in with more than 30 credits, are required to live on campus the first semester they attend DCC. Please complete all items on the Student Living Complex Application.

**6. Student Living Complex Fee** - A \$150 housing application fee is required of all applicants. Checks should be made payable to Dawson Community College and must indicate the U.S. banking codes. The housing application fee is non-refundable. <https://mt.accessgov.com/dawsoncc>

**7. Copy of your Passport** - In all correspondence with Dawson Community College, you must use the exact spelling of your name that is on your passport. When we issue you a Form I-20, we consult your passport spelling. If the name on your passport and

your I-20 document do not match perfectly, your I-20 will not be accepted at your Visa appointment.

**8. Educational Credentials** - The Admissions Office will determine academic eligibility and placement. Applicants must submit a transcript of records, and if it is not in English, it must be accompanied by an official translation. All transcripts, high school and post-secondary, maybe submitted to World Education Services (WES) for authentication or International Education Evaluation (IEE). All credentials must bear the official seal and signature, and be sent directly to the Dawson Community College Office of Admissions. Transcripts "issued to students" are unacceptable.

Link for WES: <https://www.wes.org>

Link for IEE: <https://www.myiee.org/university/Dawson-Community-College>

**9. Medical Health Insurance** - Dawson Community College does not provide health insurance coverage. If you are an F-1 or M-1 international student with an issued I-20 from Dawson Community College, it is strongly recommended that you obtain health insurance coverage for yourself. You may contact Virginia Boysun, Registrar at 406-377-9404 or [vboysun@dawson.edu](mailto:vboysun@dawson.edu) for further information.

<https://www.inext.com/plans/travel-to-usa/>

<https://www.hccmis.com/student-secure-smart-insurance>

<https://www.hccmis.com/study-abroad/international-student-insurance/>

<https://www.imglobal.com/img-insurance-plans>

[www.studentsinsured.com](http://www.studentsinsured.com)

<https://www.isoa.org/>

**10. Immunization records** - Students who were born after December 31, 1956 and who plan to register for six (6) or more credits on campus, as required by Montana state law, must show proof of immunization against measles and rubella on or after their first birthday and after December 31, 1967. Immunizations that were administered after June 11, 1993 must be measles/mumps/rubella (MMR). A physician, health agency, or school official must sign the record. The date (day/month/year) of the immunizations must be included. This evidence must be presented before a student is permitted to register. Additional immunizations may be requested at the discretion of the institution.

**EXCEPTIONS:**

1. Medical exemption. A person qualifies for a medical exemption when he files a bona fide statement signed by a physician licensed to practice medicine within the United States verifying that the physical condition of the person seeking to attend school makes the required immunization unsafe and indicated the specific nature and probable duration of the condition. The exemption shall not extend beyond the period of the condition which contraindicates immunization.
2. Religious exemption. A person qualifies for a religious exemption when the person files notarized affidavit on a form approved by the Montana Department of Health that immunization is contrary to the religious tenets and practices of the signer.

**The I-20 form will not be issued until all these criteria are met.**

### EVIDENCE OF FINANCIAL SUPPORT

<u>Source of Support</u>	Documentation Required	Guaranteed Support of First Year	Guaranteed Support of Second Year
Personal Funds	Bank statement, signed by an official of your bank, indicating amount of funds available for your proposed period of study.		
Parent / Sponsor	Letter of support, signed by your parent or sponsor, accompanied by a bank statement indicating the amount of funds they have agreed provide you.		
Scholarship/Grant Fellowship	Copy of your scholarship, Fellowship, or grant award Letter signed by an official of your sponsoring organization.		
Loan	Copy of your loan agreement Prepared by the lending agency.		
Other Resources (specify)	Appropriate documentation		
TOTALS			

I certify that all statements on this form are true and accurate and that funds will be provided as specified above. I will notify Dawson Community College of any changes in my financial circumstances.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date