

**DAWSON COMMUNITY COLLEGE
INTERNATIONAL STUDENT ADMISSIONS POLICY
(Effective 2/28/89, Revised 010/01/2023)**

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. The SEVIS I-20 form **will not** be issued after the first day of the semester. The program and start dates **will not** be later than the first day of the semester you are being admitted for. 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 \$20,225.00 (twenty thousand, two hundred and twenty-five U.S. dollars) 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 Housing Application - Full-time students who are seeking a degree and/or a certificate are required to live on-campus.

Exemptions to this policy are based on the following criteria:

- Students who reside with their parent(s), grandparents, or legal guardian within an 80-mile radius of campus
- Married students or students with dependents
- Age 21 prior to the first official day of classes for the semester in which they are enrolling
- Students who are solely registered for Distance Education courses or programs

Students may request an exemption, by filling out the Mandatory Housing Residency Exemption Request Form with appropriate supporting documentation. Upon completion of the form, the appealing committee, approved by the President, will review and provide a final decision. Dependents of the students are prohibited from living in student housing.

6. Student Housing Fee - A \$150 non-refundable 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, may be 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/PDSO at 406-377-9404 or vboysun@dawson.edu for further information.

The following links are a few medical plans you might consider:

<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

<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.

INTERNATIONAL STUDENT FINANCIAL CERTIFICATE

All international applicants requesting admission to DCC must provide verification of financial support in the amount of \$20,225.00 (twenty thousand, two hundred and twenty-five U.S. dollars). This amount is estimated to cover tuition, fees, books, and living expenses for each academic year (9 months). In order to receive your Form I-20, you will need to complete this financial certificate.

The U.S. government requires international applicants to show proof of funds to cover at least the first year of study. If you are receiving funds from DCC, you will need to include this with your financial certificate information.

Complete Legal Name

FAMILY (LAST) NAME

GIVEN (FIRST) NAME

MIDDLE NAME

Permanent Address

Street and Number

City or Town/Postal Code

Country

Term of Enrollment at DCC – Please select the term and complete the year.

_____ Fall Semester 20__

_____ Spring Semester 20__

_____ Summer Semester 20__

ANNUAL SUPPORT

Please fill out the following and attach the necessary banks statements or sponsorship letters.

_____ My family and/or I am able to provide funds in the amount of \$20,225.00 U.S. dollars (bank statement attached)

_____ My family and/or I am able to provide partial support of \$_____ U.S. dollars (bank statement attached)

_____ My sponsor/Third Party is providing full support for me (sponsorship letter attached)

_____ My Sponsor/Third Party is providing partial support of \$_____ U.S. dollars (sponsorship letter & bank statement attached)

_____ I have received a Letter of Intent to play _____ at Dawson Community College. Through the LOI, I have been awarded the following:

Both statements below must be completed. In addition, a bank statement or other form of documentation of financial support must be provided to assure that funds are available for the first year of study. Fees are determined annually and subject to change. Keep a copy of these documents for your records. It may be necessary to show verification of financial status at the U.S. Port of Entry.

SPONSOR'S STATEMENT

I do hereby guarantee that the applicant below will have a minimum of \$20,225.00 (twenty thousand, two hundred and twenty-five U.S. dollars) for each academic year that the applicant is a student at Dawson Community College.

Printed name of sponsor, third party or family member

Signature of sponsor, third party or family member

Date

Relationship to Applicant

APPLICANT'S STATEMENT

Please initial each statement below then sign and date.

_____ I certify that all statements on this form are true and accurate, and that funds will be provided and made available to me as specified above for the duration of my studies at Dawson Community College.

_____ I will notify Dawson Community College of any changes in my financial circumstances or that of my sponsor.

_____ I understand that, should I be admitted and register, failure on my part of that of my sponsor to provide the needed funds will result in cancellation of my registration and termination from the program at Dawson Community College.

_____ I authorize Dawson Community College to send bills to and communicate with my sponsor as necessary to assure payment of outstanding charges to Dawson Community College.

Applicant's Signature

Date