International Student Admission Process and Requirements

In order for you to be considered for admission to Central State University, you must follow the instructions below. As soon as items 1 through 6 are received in the Office of Admissions, you will be informed of the admission decision.

1- Official Application
The enclosed application form must be completed fully in English. It should be typewritten or printed clearly in English. All international students must apply as full-time students and must specify a major. Your application must be in our office by the following deadlines:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Deadline</th>
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</thead>
<tbody>
<tr>
<td>Fall Semester (Starts in August)</td>
<td>May 15</td>
</tr>
<tr>
<td>Spring Semester (Starts in January)</td>
<td>October 1</td>
</tr>
</tbody>
</table>

In order to ensure consideration for admission, we recommend you apply by the deadline. It is to your advantage to supply all requested information by the deadline.

When filling out the application, you should use your complete name and be consistent in its use. Please use the same order of your first name, middle name, and last name in all your correspondence with Central State University offices. Any inconsistency in name order may prevent proper processing of your application.

It is important to sign and date your application before mailing it out.

2- Application Fee
All applicants to Central State University are required to submit a nonrefundable application fee of $20 in US currency. Please make draft checks or money order payable to Central State University. Fee waivers are not accepted from international applicants.

3- Academic Records
Official transcripts of all secondary schools and universities previously or currently attended should accompany your application for admission. A high school transcript is a record of all the courses/subjects you have completed and the grades (marks) attained for each class of the four years of study prior to graduation from high school.

An official transcript of the General Secondary School Examination administered by your country must also be submitted with your high school transcript and other documents.
Photocopies of original documents must have the signature of the registrar and the seal must be original and separate from the photographic image. All documents not issued in English by the officials signing them must be accompanied by notarized English translation. All official documents must be received in our office by the deadlines outlined above.

4- Educational Data Record Form
Educational systems differ from one country to another. Furthermore, some countries have more than one educational system. Please complete the form to show the educational system in your country and your personal academic history. Failure to submit this form may delay the processing of your application.

5- English Proficiency Requirements
It is essential that you, as an international applicant, be proficient in the English language. The ability to understand, speak, read, and write in English effectively is essential to a successful academic career. No student is exempt from this requirement unless his/her native language is English. English proficiency is a university requirement that can be met through one of the following:

A) TOEFL (Test of English as a Foreign Language)
This examination is administered several times each year at many centers throughout the world. Information about this test, including the places and the exact dates at which you can take it, can be obtained by writing or calling:

TOEFL Educational Testing Services
Box 6154
Princeton, New Jersey 08541
USA
Phone: (609) 771-7760
Fax: (609) 771-7765

The minimum TOEFL score required is 500. Please note that TOEFL is valid for two years only. Students are urged to take this test at the earliest possible date. You must request that your scores be sent to the Office of Admissions at Central State University.

B) SAT (Scholastic Aptitude Test)
A Total score of 910 or higher (in Verbal and Math) is required provided that the verbal section is not less than 500.

C) At least one full academic year enrollment in a USA college or high school provided that;
   I) College: student has successfully completed 36-quarter or 24-semester credit hours of college level courses (remedial courses are not accepted).
   II) High School: Student has completed at least 12th grade schooling and successfully passed the 12th grade English college prep unit. ESL courses are not accepted. If you graduated from a USA high school, you are required to take the ACT or SAT at least once.
6- Financial Support
Central State University does not guarantee any kind of scholarship or financial assistance to international students. Therefore, it is mandated that students show proof of financial support. Estimated expenses for the academic year 2005-2006 are as follows:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$10,814</td>
</tr>
<tr>
<td>Room &amp; Board</td>
<td>$ 6,982</td>
</tr>
<tr>
<td>Miscellaneous (Books, Clothes)</td>
<td>$ 1,800</td>
</tr>
<tr>
<td>Local Travel, etc.)</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$19,596</strong></td>
</tr>
</tbody>
</table>

This amount does not include travel expenses to and from the United States. It is calculated on full-time basis for two-semester academic year. Tuition and fees must be paid at the time of registration for courses. Room and Board fees are due at the beginning of each semester. No exceptions are made for these requirements. Students must have adequate finances to cover all expenses for the entire time that is required to earn the degree.

Students with a family should budget approximately $4,000 per year for a spouse and $2,000 per year for each child. Please note that tuition and fees are subject to change.

Your first month in the United States demands more financial outlay than any other single period. An additional $1,000 should be available to meet these expenses.

The financial forms are included with the application in this packet and are required before an I-20 (the form required to obtain an F-1 student visa) is issued. International students must complete a financial sponsorship form including bank verification of funds, the sponsor may be the student, if he/she has personal funds, a relative, organization or government, either foreign or American.

**Required Documents for Admission**

1- Original high school transcript of Secondary Cycle accompanied by notarized translation if original copy is not in English
2- Original General Exam transcript accompanied by notarized translation if original is not in English
3- Original college transcript accompanied by notarized translation. Transcript should reflect the duration and number of hours for each course (Transfer Students only).
4- English Proficiency Test Scores/documents.
5- Financial Affidavit forms
**Central State University**  
**International Student Application**  
**For Admissions**  

(Please type or print in ink)

### Personal Information

<table>
<thead>
<tr>
<th>(Last Name)</th>
<th>(First Name)</th>
<th>(Middle Name)</th>
</tr>
</thead>
</table>

Date of Birth  
(Month)  (Day)  (Year)

Name of Parents (if under the age of 21): ________________________________________________________________________________

Permanent (Home) Address:  
________________________________________  
________________________________________  
________________________________________

Mailing Address (if different from Home address)  
________________________________________  
________________________________________  
________________________________________

E-Mail Address: ___________________________________________________________________

Gender:  
Male  Male  Female

Place of Birth:  
Country of Citizenship  

Type of visa you hold (if any)  

Are you a permanent resident of USA? Yes  No  If yes, what is your Legal Alien Number  

Are you Ohio Resident? Yes  No  

If yes, what is the length of residency? From  
(Month and Year)  To  
(Month and Year)

Are you, your spouse or parent employed by Central State University? Yes  No  

If yes, what is the employee's name  
Relationship  

### Enrollment Plan

<table>
<thead>
<tr>
<th>What Semester are you applying for?</th>
<th>Fall (August)</th>
<th>Spring (January)</th>
<th>Year</th>
</tr>
</thead>
</table>

Major (choose a code from programs listed on P. 4)  

Degree Objective  
Bachelor's  Master's

I am applying as Freshman  Transfer  Graduate

Career objective  

| 1 |
## Educational Record

### Secondary/High School

<table>
<thead>
<tr>
<th>High School Name</th>
<th>Address</th>
<th>Dates of Attendance</th>
<th>Graduation Year</th>
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<tbody>
<tr>
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</tbody>
</table>

If you have taken any general examination in your country?

- [ ] Yes
- [ ] No

If yes, what is the official name of the Exam?

__________________________________________________________

Exam Date

- [ ] (month)
- [ ] (year)

## College or University Education

<table>
<thead>
<tr>
<th>College or University</th>
<th>Address</th>
<th>Dates of Attendance</th>
<th>Graduation Year</th>
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</tbody>
</table>

## Previous Applications/Attendance

- Have you previously applied to Central State University?  Yes [ ] No [ ]

- If yes, what year did you apply?  [ ]

- If yes, did you take classes?  Yes [ ] No [ ]

## High School/College Subjects In Progress

- If you are currently a high school senior or in a college or university, list all subjects/courses you are taking this year indicating the amount of credit you expect to receive.

<table>
<thead>
<tr>
<th>Subject/Course</th>
<th>Number of Credits/Units</th>
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</table>

## Test Scores

- List dates and scores of all college entrance/English proficiency tests you have taken or will take.

<table>
<thead>
<tr>
<th>Test</th>
<th>Dates Taken</th>
<th>Score</th>
<th>Future Dates</th>
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<tbody>
<tr>
<td>TOEFL</td>
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<tr>
<td>SAT</td>
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<td>ACT</td>
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<tr>
<td>Other  (Specify)</td>
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</tbody>
</table>
Educational Data Record Form

Please fill out the form below. The form will be used to know the educational system in your country. Some countries have more than one educational system. Formal high school and college years needed for graduation varies from country to another and, sometimes, from one system to another within the same country.

<table>
<thead>
<tr>
<th>Calendar Year</th>
<th>Your Age</th>
<th>Year in School</th>
<th>Grade Level</th>
<th>Kind of School</th>
<th>Certificate or Diploma</th>
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<tbody>
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</table>

Application Checklist

☐ Review your application making sure you have completed each section. **Sign and date your application.**

☐ Submit this application and a nonrefundable fee of $20 to the **Office of Admissions, PO Box 1004, Wilberforce, OH 45384.**

☐ Have your high school and/or college transcripts sent directly to the office of admissions. It will not be possible to process your application without your original transcripts.

☐ Make arrangement to have your TOEFL scores forwarded to CSU Office of Admissions.

Signature **I certify that the information provided hereon is true an accurate to the best of my knowledge.**

Signature_____________________________________ Date________________________________________ (month / day / year)

Mail to: **Office of Admissions**

Central State University

PO Box 1004

Wilberforce, Ohio 45384

United States of America
Programs of Study

COLLEGE OF ARTS & SCIENCES

MAJORS & MINORS

ART Art/Studio
AAD Advertising Graphics
BIO Biology
CHM Chemistry
CJR Communications/Journalism
CRT Communications/Radio-TV
CPS Computer Science
ENG English Literature
HIS History
MTH Mathematics
JAZ Music, Jazz Studies
PRF Music, Performance
PSC Political Science
PSY Psychology
CRJ Criminal Justice (Minor only)
GER Gerontology (Minor only)
SOC Sociology
SWK Social Work

PRE-PROFESSIONAL CONCENTRATION**

BPD Pre-Dentistry
PLW Pre-Law
BPM Pre-Medicine

MAJORS & MINORS

COLLEGE OF BUSINESS & INDUSTRY

MAJORS

ACC Accounting
BUS Business Administration
ESC Earth Science
ECO Economics
GEL Geology
IET Industrial Technology
MFE Manufacturing Engineering
WRM Water Resource Management

CONCENTRATIONS***

FIN Finance
HMP Hospitality
INB International Business
MGT Management
MIS Management Information Systems
MKT Marketing

COLLEGE OF EDUCATION

MAJORS

AYA Adolescent to Young Adult (7-12)
  Integrated Language Arts
  Integrated Sciences o
  Integrated Mathematics
  Integrated Social Sciences
ECE Early Childhood Education (Pre-K-3)
MCE Middle Childhood (4-8)*
  Mathematics
  Reading & Language Arts
  Science
  Social Sciences
MUA Multi-Age
  Art
  Health Education
  Music
  Physical Education
INS Intervention Specialist Mild/Moderate
REC Recreation

* Two concentrations must be chosen.
** Students must declare a major.
*** These concentrations are associated with Business Administration.
**Required Financial Support Documentation**

**For International Student Applicants**

This memo is to assist you in completing the documents necessary for the issuance of eligibility for a student visa (Form I-20).

The Estimated Annual Expenses are outlined in the *International Student Admission Process and Requirements*, # 6 included in this packet. The estimate amount details the expenses you will have each year during your studies at Central State University. Before your certificate of eligibility can be issued, you must prove that you have the financial resources available to meet those expenses for each year of your enrollment. You can do that by completing the Financial Certification form, which consists of two parts:

A) Financial Certification Form (to be filled out by you, the student)
B) Sources of Support and Amounts (to be filled out by your sponsor and your (or your sponsor's) bank

Make sure that the two parts of the form are filled out completely and that they are notarized. You may attach any documents that help show your sources of support including bank statements, letters of employment for sponsor, etc.

The Financial Certification Form is valid for six months for the purpose of issuing an I-20. Only original financial forms are accepted; faxed copies or photocopies are not accepted. Any financial documentation provided is property of Central State University. We will not return the original to you. If you feel you need originals to apply for a visa, get two originals of the documents made.

Mail all your financial documents directly to:

Central State University
Office of Designated School Official
PO Box 1004
Wilberforce, Ohio 45384
USA
Financial Certification Form

Full Name  
(last)    (first)    Middle

Country of Birth_______________________ Country of Citizenship____________________

Date of Birth  
(month)            (day)        (year)

Are you currently in the United States?  Yes  No

If yes, list visa status ______________ Expiration Date  
(month)           (day)          (year)

Address you want the I-20 mailed to_____________________________________________________
__________________________________________________________________________________

Funding

(Total amount necessary for first year of study must be documented and available. Support for subsequent years of study must be indicated.)

The total amount of money that I have available for my first academic year of study is:

$_________________  This amount includes the following:

$_________________ Personal funds   $_________________ Sponsor(s)

$_________________ Other, please specify: _______________________________________________

The total amount available for each subsequent year of study at Central State University is:

$_________________  This amount includes the following:

$_________________ Personal funds*   $_________________ Sponsor(s)

$_________________ Other, please specify: _______________________________________________

I certify that the above information provided is correct and complete and that I shall notify Central State University of any change in my financial circumstances.

Student Signature: ____________________________ Date ________________________  
(month)      (day)         (Year)

*If personal funds are being used for subsequent years of study, funds must be documented and available.

This form must be returned directly to the office of Designated School Official
Sources of Support and Amounts
Official Certification of Sources of Support and Amount

NOTE: Any form not completed and stamped by the appropriate official (or not accompanied by official documents) will be considered incomplete and an I-20 will not be issued. This form is valid for six months for the purpose of issuing an I-20.

Sponsor

This is to certify that I have read the information furnished by the applicant on this form, that it is true and accurate, and that the funds are available and will be provided as specified.

________________________________________   _______________________________
Sponsor's Name (Printed or typewritten)      Date

________________________________________________________________________________________________________

Relationship of Sponsor to Applicant

________________________________________________________________________________________________________

Address

________________________________________________________________________________________________________

Sponsor's Signature

Sworn and subscribed before me this ________ ___________ of __________ Day          Month          Year

Notary Public_____________________________________________________________

My commission expires_____________________________________________________

Bank

This is to certify that I have read the information furnished by the applicant on this form, that it is true and accurate, and that the funds are available.

Name of Bank ________________________________________________________________

Address of bank______________________________________________________________

Bank Official's Name (Printed or typewritten)____________________________________

Bank Official's Signature ___________________________  Date______________________

Sworn and subscribed before me this ________ ___________    of   __________

Notary Public

My commission expires

This form must be returned directly to the office of Designated School Official.