



HOCKING
COLLEGE



GENERAL INFORMATION

Telephone/Hours of Operation: 740.753.7044, Monday to Friday, 8:00 a.m. – 5:00 p.m.

Director: Roger Springer 740.753.7080 (springer_r@hocking.edu)

Administrative Assistant: Karen Stalder 740.753.7044 (stalder_k@hocking.edu)

ADMISSION REQUIREMENTS CHECKLIST

Step 1: A completed and signed application form with your home country address (an incomplete form will delay the processing of your request).

Step 2: A payment of \$50.00 non-refundable application fee payable to Hocking College (we accept Money Orders, Traveler's Checks, Cashier's Check, Credit and Debit Cards). DO NOT SEND CASH. A second request for an I-20 will require a re-issue fee of \$50, and current financial documentation. Please include \$30 USD for expedited shipping.

**** Personal checks not accepted ****

Step 3: Complete an Affidavit of Financial Support with a seal from the bank stating that you or your sponsor have adequate funds to cover all costs to study in the U.S. along with an original current bank statement to verify the availability of funds. Please indicate the third-party sponsor, guarantor. Company bank statements are not acceptable.

Step 4: Official copy of your High School Transcript (translated into English). Submit certified credentials that indicate the completion of the equivalent of United States secondary education or high school graduation requirements.

Step 5: Transfer Student: If you are a transfer student please request a transfer form, and official transcript from the institution previously attended.

Mail the application along with \$50.00 USD Application Fee in certified funds (non-refundable) and all required documents to:

*Hocking College
International Programs
3301 Hocking Parkway
Nelsonville, OH 45764 USA*



TRANSPORTATION

Important note before traveling to the United States: **You must confirm the address where you will be living at Hocking College.**

Airport pickup: Email your itinerary or any changes to stalder_k@hocking.edu or fax to 740.753.7097 at least 7 days prior to leaving.

In the event of any emergency or an update to your itinerary en route to Hocking College contact our Campus Safety Department at 1.740.753.6598 or toll-free at 1.877.HOCKING ext. 6598 (within the U.S.)

About Visa Compliance: Some programs may have a waiting list before you can begin your studies. If you are in the United States on a student visa, you must be registered for a minimum 12 credit hours per quarter. Technology programs with waiting lists require you to register for an alternative program during the waiting period, this option will involve considerable delays and increased financial expenditures.

English proficiency: Hocking College does not require TOEFL for admission. Upon your arrival to our campus, you will be tested for English Proficiency. Low proficiency may require full-time enrollment in our Intensive English Program. Hocking College offers a comprehensive Intensive English Program with several language support systems such as Fundamentals of the English Language, Intensive Reading, and individualized tutors for the purpose of enhancing English speaking, reading, and writing.

Local Address: Please submit your local Ohio address to the International Student Services upon arrival. At any time during your stay at Hocking College, changes on your local address must be reported to the International Office and Record's Office.

SCHEDULE OF INTERNATIONAL FEES

Listed below is the schedule of tuition, costs and incidental expenses. These figures represent the cost of one (1) academic quarter (12 to 18 credit hours). Please understand that several of these categories (food, books, and housing) are estimates.

ONE ACADEMIC QUARTER (11 weeks) (Requirements for F-1 Students)	
Tuition/General Service Fee	\$2,364
Application/Registration/Course Fees	600
Housing	1,300
Food	800
Books and Supplies	500
Insurance	625
TOTAL (per quarter)	\$6,189



Tuition Fees and Expenses are subject to change without notice.



PAYMENT OPTIONS

MONEY ORDER OR CERTIFIED FUNDS – Do not send CASH

CREDIT CARD
Name of Credit Card (check one): <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> AMERX <input type="checkbox"/> DISCOVER
Name of Cardholder _____ Expiration Date _____
Credit Card Number _____
Check charges that you authorize Hocking College to charge:
<input type="checkbox"/> US \$50.00 Application Fee (non-refundable)
<input type="checkbox"/> US \$30.00 Expedited Delivery
Total Charge Amount: USD\$ _____
Cardholder's Signature _____
Cardholder's Email Address _____

WIRE TRANSFER INFORMATION
Available Upon Request

APPLYING FOR A F-1 VISA

Upon receipt of your Certificate of Eligibility (I-20) you will need to make an appointment with the American Consulate or Embassy having jurisdiction over your place of permanent residence. **Read your Form I-20**, the rules you must obey are printed on page 2. **Be aware of these rules – especially the requirements that you study full-time.** Look at the date entered in item #5 for reporting to the school. You must apply for the visa in time to reach the school no later than that date.

Be sure that your passport is valid at least 6 months beyond the date you expect to depart the U.S. There is no time limit on how soon you can apply for the student visa. The sooner you apply the better. Consular offices get extremely busy during the late summer months (July, August, and September). However, you will not be allowed to enter the United States more than 30 days prior to the start date on your I-20.

The most important rule may seem strange to you. The consular officer who makes the decision on your visa application is required to think of you as someone who plans to come to the U.S. permanently and you must prove that you intend to return to your country after completing studies. U.S. law very clearly states that F visas may be given only to persons who intend to remain in the U.S. temporarily. This rule is the number one reason for denials of student visa applications.



**APPLICATION
INTERNATIONAL PROGRAMS**

Staff Use Only:
Date Rec'd _____
App Fee Paid: _____
Student ID# _____

(PLEASE TYPE OR PRINT IN BLACK INK)

Application Procedure: You must complete each section of this application. Failure to complete all sections of this form may delay processing time of your application. Read the attached information sheet carefully. *A certified affidavit of financial support and a notarized letter from your sponsor* stating that you or your sponsor have adequate funds to cover the cost of your education at Hocking College must also be submitted along with the \$50.00 USD application fee. If applicable, *send academic transcripts from your secondary education.* **The application will not be processed without the application fee.**

NAME OF APPLICANT as it appears on your passport.	
_____ / _____ / _____	
<i>Last/Family</i>	<i>First Given</i> <i>Middle</i>
INDICATE QUARTER/YEAR YOU WISH TO ENTER HOCKING COLLEGE:	
Summer (June) 20____ Fall (September) 20 ____ Winter (January) 20____ Spring (March) 20____	
TECHNOLOGY PROGRAM:	
GENDER: Female Male	DATE OF BIRTH _____ <i>mm/dd/yyyy</i>
COUNTRY OF BIRTH:	COUNTRY OF CITIZENSHIP:
HOME COUNTRY PHONE NUMBER:	EMAIL ADDRESS:
COMPLETE HOME COUNTRY ADDRESS:	
_____ (Street)	_____ (PO Box Number)
_____ (City)	_____ (Province/Territory)
_____ (Country)	_____ (Postal Code)
WILL A FAMILY MEMBER ACCOMPANY YOU? Yes No <i>If yes, give name(s) and relationship to you. Name</i>	
Name	Relationship Birth date
_____ / _____ / _____	Male Female
_____ / _____ / _____	Male Female
PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:	
In United States _____	Telephone Number _____
In Home Country _____	Telephone Number _____
<i>I understand that newly accepted students are expected to participate in college orientation and that adherence to the policies and regulations of Hocking College is a stipulation of my admission and enrollment as a student. I certify that all of the information given in this application is complete and accurate to the best of my knowledge.</i>	
Applicant's Signature _____	Date _____



FINANCIAL VERIFICATION REQUIREMENTS

Hocking College requires confirmation of financial resources from all applicants who are not U.S. citizens or who are not holding permanent resident (immigrant) visas. These statements must be on file in the Office of International Student Services before an I-20 can be issued. A guaranteed minimum of \$18,000 USD is required for issuance of an I-20. This

includes the cost of tuition, fees, books, health insurance, and supplies for three academic quarters plus other expenses for one academic year. Students planning to be accompanied by a dependent(s) will be required to provide \$4,000/yr additional funds. Tuition fees and expenses are subject to change without notice. Current figures will be listed on the form I-20.

Applicant's Name _____
(PLEASE PRINT)

I certify that I will have a minimum of \$18,000 USD available PER YEAR while I am studying at Hocking College, exclusive of travel funds. You must attach a recently issued original bank statement, translated into the English language, indicating current balance of the account in U.S. Dollars.

These funds will be provided as follows (*Check one or more*):

<input type="checkbox"/> From my own savings - <i>Attach original bank statement in your name, which indicates the amount of funds available</i>
<input type="checkbox"/> From my family/friend - <i>Attach original bank statement in your guarantor's name (sponsor or parent) that indicates the amount available from the guarantor of his/her intentions to provide support. Include name, address and phone number of sponsor.</i>
<input type="checkbox"/> Other (<i>Specify</i>) _____ <i>Attach original documentation – Students sponsored by a scholarship, grant or loan from their home country government/agency must attach an official letter of award and payment/billing instructions.</i>
<input type="checkbox"/> U.S Citizen or Permanent Resident Sponsors Complete Affidavit of Support (I-134 form). Form can be obtained from http://www.uscis.gov/files/form/I-134.pdf
<input type="checkbox"/> For dependent(s), I certify an additional \$4,000 USD per year per dependent.

HOUSING OPTIONS - Please indicate your choice of housing:

- Campus Managed Housing:** I wish to live on campus and have contacted the housing office to make arrangements. The *residence halls* include study, recreation, meeting rooms, and laundry facilities. To make on campus housing arrangements visit: <https://concrs.hocking.cc.oh.us/hockhgts/houseapp.htm>
- Off-Campus:** I wish to live off campus and have made all arrangements. My new address will be:

- I wish to live off campus, and require a room to be assigned for me. I am aware that off campus housing will be in a shared house with other students. Hocking College bears no responsibility whatsoever for the assigned accommodation allocated for me.

Applicant's Signature _____ Print _____ Date _____