



APPLICATION CHECKLIST I-20 Students

Application Deadline: May 1

- Complete On-Line Application (application fee - \$150 per student - **Non-Refundable**)
- Copy of up-to-date (State Required) immunization record - translated into English
- Submit a translated transcripts/credentials evaluation - translated into English
*SDR Educational Consultants www.sdr.netfirms.com 713-460-3525 or
Spantran Educational Services www.spantran-edu.org 713-266-8805*
- English Language Proficiency
Submit an English language proficiency score. Acceptable test is: TOEFL or IELTS
A student may be admitted to our academic program with a minimum score of:

TOEFL—School code #5877
450 (paper-based test)
60 (internet –based test)

IELTS
Minimum Score 6

FINANCIAL DOCUMENTATION

- Student must submit notarized letter of financial banking in one of the three forms (must provide the US dollars or include attached currency rate of exchange.)
 - The most recent three (3) months of bank statements on official bank letterhead from sponsors; or
 - A statement on bank letterhead and signed by bank official that certifies the sponsor's name, date the account was open, average balance, and affirmation that deposits have been made over the last year; or
 - A letter from employer on company letterhead signed by a supervisor, stating annual income that certifies the sponsor's name, date of hire, permanent or temporary status, job description, and salary.
- Affidavit of Financial Support
- International Wire Transfer Form
- Enrollment Fee Due and *Full Year Tuition* DUE NO LATER THAN **July 1.**

PASSPORT AND VISA INFORMATION

Prior to the first day of school submit a copy of all of the following documents:

- The first page of passport with student's correct name, date of birth and expiration date of passport. Passport must show at least six months validity.
- Copy of VISA from Passport
- I-94 Verification
- If approved, process I-20
- Proof of Insurance (Accident & Sickness)
ISM Insurance isminc.com/insurance 713-775-9779

APPLICATIONS WILL NOT BE REVIEWED UNTIL ALL APPLICABLE INFORMATION IS SUBMITTED AND THE APPLICATION FEE IS PAID.

APPLICATION CHECKLIST

I-20 **TRANSFER** STUDENTS

- Complete On-Line Application (application fee - \$150 per student **Non-Refundable**)
- Copy of up-to-date (State Required) immunization record - translated into English
- Copy of most recent report card
- Achievement Tests
- Transcripts
- Two Recommendation Forms
- Interview/Entrance Exam (English and Math)

PASSPORT AND VISA INFORMATION

Prior to the first day of school submit a copy of all of the following documents:

- The first page of passport with student's correct name, date of birth and expiration date of passport. Passport must show at least six months validity.
- Copy of VISA from Passport
- I-94 Verification

- If approved, **transfer** I-20 from previous school.
- Affidavit of Financial Support
- International Wire Transfer Form or FACTS SIS Acct. (Must select Paid in Full)
- Enrollment Fee and Full Year Tuition **Due July 15**
- Proof of Insurance (Accident & Sickness)

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