

INTERNATIONAL STUDENT APPLICATION FINAL CHECK LIST

Before you mail your application to the International Student Office at Lenoir Community College, be sure that the following items are complete and included:

- International LCC Application for Admission** is completed and signed. Your preferred program of study name and number should be written on page 1.
- Submit a \$100 non refundable application fee.** Please send a cashier's check or money order payable to Lenoir Community College.
- Financial Documents** including an **Affidavit of Financial Support** and an **original** letter from your sponsor's bank giving specific account balance information (see estimated annual expenses for international students & instructions for completing financial documentation to qualify for an I-20). Bank letters must be in English or translated if necessary.
- Official **High School or Secondary School Transcripts** translated to English if necessary. They should be mailed directly from your high school or included with your application.
- Report of Medical History and Immunization Record** signed by a practicing physician is required. A TB test is required within the last 12 months.
- Official **TOEFL or SAT scores** if you have taken either of these exams, request that the scores be sent from ETS. **These tests are not required but may exempt you from placement testing once you arrive in the U.S. and may make it easier to obtain a student visa.** (TOEFL required for applicants from non-English speaking countries.)

Transfer Students Only **Complete the steps listed above and the steps listed below:**

If you are currently an F-1 or M-1 student in the U.S. and want to transfer to Lenoir Community College, you must submit the following documents:

- Visa Clearance Form** – completed by the International Student Advisor at your current college
- A photocopy of your passport, F-1 visa page of the passport, I-94 card, and previous I-20s.**
- Submit all documents at least 2 months prior to the start of the semester you plant to begin classes.**

Submitting an incomplete application will cause delays in the processing of your I-20 form.

Please mail your completed application to:
Lenoir Community College
Office of Admissions
Attn: Beth J. Spence
PO Box 188
Kinston NC 28502-0188

If you have a local contact that you prefer that we correspond with, indicate that person's name, address, and phone number below:

Phone Number: _____

It usually takes one to two weeks to process an I-20 from a complete application and 10 additional business days for an I-20 to be mailed from the college to the applicant. **I-20s and acceptance letters cannot be Express Mailed by the College. You may check the status of your application by calling 252-527-6223 ext 309 or by faxing 252-233-6895 Attn: Admissions Office.** It is recommended that you keep a copy of your application for reference.