



CenturyCollege

Dear Prospective International Student:

Thank you for your interest in Century College. Century College is a two-year community and technical college of about 12,000 students. The college is located in White Bear Lake, Minnesota, a suburban community just north of downtown St Paul, the state capital. White Bear Lake has an estimated population of 26,000 and is part of the Minneapolis-St. Paul (Twin Cities) metropolitan area, which comprises of approximately 2,400,000 residents.

The climate in Minnesota includes all four seasons with the weather ranging from 21 to 32 degrees centigrade during early autumn and late spring and -6 to-12 degrees centigrade during December and January. Century College offers activities for all seasons including volleyball, soccer, ice hockey, softball, and golf.

Century College offers over 60 programs of study leading to two-year Associate Degrees in Arts, Sciences, or Applied Sciences. Century also offers courses that allow students to complete the general education courses of a wide range of majors, transferable to four-year colleges and universities. The academic year is divided into two semesters during which an international student must be enrolled full time (minimum of 12 credits—three to four classes). The fall semester runs from late August through mid December and the spring semester runs from mid January to mid May.

You can learn more about Century College by visiting our web site: www.century.edu. Click on “Future Students”, then at the left, “Admissions”, and below Admissions, “Frequently Asked Questions”.

Century College is a learning-centered community committed to providing quality lifelong educational opportunities for a diverse citizenry. I am sure you will find Century College to be an excellent choice at which to pursue your educational goals and to experience the Minnesota lifestyle. We look forward to welcoming you to our campus soon.

Sincerely,

Tom Black
International Student Admissions Coordinator
Century Community and Technical College
3300 Century Avenue North, Room W2250
White Bear Lake, MN 55110 USA
Phone 800-228-1978 x5754 or 651-779-5754 Fax 651-747-4053
Tom.Black@century.edu

Application Deadlines for 2008-2010

<u>Academic Term</u>	<u>Application Deadlines</u> **
Fall Semester 2008	May 1, 2008
Spring Semester 2009	October 1, 2008
Fall Semester 2009	May 1, 2009
Spring Semester 2010	October 1, 2010

****ALL REQUIRED DOCUMENTATION MUST BE RECEIVED IN THE ADMISSIONS OFFICE BY THE DEADLINE DATES LISTED ABOVE, TO BE CONSIDERED FOR ADMISSIONS.**

ACADEMIC SCHEDULE 2008-2010

	<u>Begins</u>	<u>Ends</u>
Fall Semester 2008	August 25, 2008	- December 18, 2008
Spring Semester 2009	January 12, 2009	- May 14, 2009
Fall Semester 2009	August 24, 2009	- December 17, 2009
Spring Semester 2010	January 11, 2010	- May 13, 2010

Who should use the International Student Application?

- Foreign students living abroad who wish to receive an I-20 form to study at Century College.
- Non-immigrant aliens currently in the US, with any type of visa, who wish to change their visa status to F-1. Additional documentation will need to be submitted to the Immigration Service.
- Non-immigrant aliens currently in the US with visas such as B, F, H, J, etc., and applicants for political asylum. **If you are not trying to change your current visa to a student visa, please submit all application materials except the Financial Responsibility Form, bank documents, and International Student Agreement Form. B and F-2 visa holders must apply for a change of non-immigrant visa status through the U.S. Immigration Service, and must have approval prior to registering for any courses.**

United States Citizens, Permanent Residents, Refugees, and Approved Asylees, use the standard domestic application form available through Century College's Admissions Office.

Minnesota State Colleges and Universities abide by the provisions of Title IX and other federal and state laws forbidding discrimination on the basis of sex, race, color, national origin or handicap and all other state and federal laws regarding equal opportunity. This document can be made available in alternate formats, such as large print or cassette tape, upon request. The Minnesota State Colleges and Universities System is an Equal Opportunity employer and educator.



Application Checklist for International Students

International Students seeking an I-20 form for an F-1 student visa, needing to complete items A-H below. International students having J, H, L and other non-immigrant visas, only need to complete items A-E.

- A. ___ International Student Admission Application. Must include foreign home address and student's signature.
- B. ___ Application Fee of \$20 U.S. dollars. This Application Fee is non-refundable.
- C. ___ Official high or secondary school transcript/certificate showing completion, with English translation.
- D. ___ Official university/college transcripts are submitted directly to World Education Services, www.wes.org for transfer credit/degree evaluation, with Century College designated to receive evaluation results.
- E. ___ Proof of English proficiency. TOEFL scores must be sent directly from the testing center. Please see www.toefl.org for testing information. **Century College's school code is 6388**, and minimum TOEFL scores are: Internet Based Test - 61; Paper Test - 500; Computer Test - 173. **If you are applying from inside the U.S.**, you can substitute Century College's Accuplacer-ESL test for the TOFEL test. Please consult Century College's Future Student website tab for information or Century's International Admissions Coordinator, with questions.
- F. ___ International Student Agreement Form, with student's original signature.
- G. ___ Financial Statement Form with both Financial Sponsor's and Student's signatures notarized or certified.
- H. ___ Supporting bank and/or or other financial documents. Documents must be certified originals or certified true copies, and prepared within 90 days of the submission of the application.

All students with US visas applying from within the United States must provide the following:

- J. ___ Photocopy of all pages of current I-20 form, or DS-2019 form.
- K. ___ Photocopy of the photo page of passport showing passport number and issue & expiration dates.
- L. ___ Photocopy of current US visa.
- M. ___ Photocopy of **both sides** of current I-94.
- N. ___ If applicable, Transfer Eligibility Form signed by a Designated School Official at current school.
- O. ___ If applicable, Photocopy of Application to Extend/Change/Reinstate Status Form, I-539.

Your application cannot be considered complete until all documents are received by Century College by stated deadlines. Please contact the International Student Admissions Representative with questions.

Please submit application and supporting documents to:

**Century Community and Technical College
International Admissions Coordinator
3300 Century Avenue North, Room W2250
White Bear Lake, MN 55110 USA**

Century Community and Technical College

Transfer Eligibility Form

SECTION #1

F-1 students complete Section #1 of this form and then have your current school's International Advisor (Designated School Official) complete Section #2.

Print name: _____ Birth Date: _____ (M/D/Y)
Last, First Middle

I, (your signature) _____ authorize the International Student Advisor (or Designated School Official) at _____ Current or Previous College/University to provide to Century College the information requested in Section #2 below.

SECTION #2

International Student Advisor (Designated School Official), please complete A-D below; and then Fax, Mail, or Email completed form to Century College.

Above Student's SEVIS ID Number: _____

A. The above student:

- Is enrolled full-time at this school during: Term _____ Year _____
- Is enrolled less than full-time at this school because _____
- Has complete their program of study at this school on (date) _____
- Did not complete their program of study. Last known date of attendance was _____
- Never reported to this school as per I-20 issued to student.

B. To the best of my knowledge, the above student is:

- In status with respect to immigration regulations.
- Out of status with respect to immigration regulations because: _____ and _____
- A reinstatement to student status is pending
- Student has been advised that a reinstatement will be required by the new school

C. Has the above named student met all financial obligations to your institution? Yes No

D.

Name of School	Address
Officials Printed Name	Signature
Telephone	Telephone
Email address	Today's Date

Fax or Mail this form to: Tom Black - International Student Admissions
Century Community and Technical College
3300 Century Avenue North, Room W2250
White Bear Lake, MN 55110
Fax: 651-747-4053 Phone 1-800-228-1978 x5754

Or Email to: tom.black@century.edu

Century College will request release of the student's SEVIS I-20, once the student is accepted. Century College's U.S. Dept of Justice I-20 School Code is: SPM214F00424000, on 1/22/2003. Thank you for assisting with providing the above student information to Century College.

Century Community and Technical College

3300 Century Avenue North
White Bear Lake, MN 55110 USA

International Student Admission Application

**Please complete the entire application. Please supply data for every line if possible.
International students must supply a home country address even if currently in the United States.**

INTENDED START DATE:

Fall (year) _____ Spring (year) _____

Have you attended this college before? Yes No If yes, last year attended: _____

PLEASE SUBMIT APPLICATION FEE OF \$20.00 WITH THIS FORM

PERSONAL INFORMATION – Print or type clearly to avoid any spelling errors.

_____ Email Address: _____
Family Name First Name Middle Name

Foreign Home Address (In correct mail form) City State Country Mailing/ZIP Code

Local mailing Address (if applicable) City State Country Mailing/Zip Code

Cell Phone Telephone Number Other United States Phone Number Birth Date (Month/Day/Year)

City and Country of Birth Country of Citizenship Native Language Gender () Male () Female

_____-_____-_____ Many colleges/universities use Social Security numbers for student identification purposes on student records.
U.S. Soc. Sec. # (optional if available) Providing your Social Security number is voluntary. If you do not provide this number, your application will still be processed. This data is requested for purposes of administration, program evaluation and consumer and alumni data. Your number may also be used to create summary information about system programs through data matches with other state agencies.

List below your spouse and/or dependents that will or have already accompanied you into the United States:
(Required only for students seeking F-1 status)

1. _____ 2. _____ 3. _____
Name and Relationship Name and Relationship Name and Relationship

VISA INFORMATION ** (If already in the United States)

Specify current visa type: B F-1 F-2 H-1 / H-4 J-1 K R Other Classification: _____

Are you seeking to change your visa status to F-1, prior to registering for courses at Century College? Yes ___ No ___

****Attach to this application, copies of passport, visa, BOTH SIDES of I-94 form, and current I-20, if applicable.**

REQUEST FOR CONFIDENTIAL INFORMATION

Providing the following information is voluntary. This information will assist Minnesota State Colleges and Universities in evaluating student recruitment and retention policies. It will not be used as a basis for admission.

Are you Hispanic or Latino? (a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central America, or other Spanish culture, regardless of race)?

yes no

Race and ethnic background (select any that apply)

American Indian or Alaska Native – A person having origins in any of the original peoples of North, Central or South America and who maintains tribal affiliation or community attachment

Asian – A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent

Black or African American – A person having origins in any of the black racial groups of Africa

Native Hawaiian or Other Pacific Islander – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands

White – A person having origins in any of the original peoples of Europe, the Middle East or North Africa

What is the highest level of education for your parent (s)/guardian(s)?

Please respond for the parent(s), step-parent(s), adoptive parent(s) or guardian(s) who raised you. Check only one box for each parent/guardian.

Parent/Guardian #1

No high school diploma High school diploma Some college Two-year college degree/diploma Bachelor's degree or higher Don't know

Parent/Guardian #2

No high school diploma High school diploma Some college Two-year college degree/diploma Bachelor's degree or higher Don't know

EMERGENCY CONTACTS

In the United States:

Name (Last, First, Middle)

Relationship

Complete Address, City, State, Mailing/Zip Code

Telephone Number

In Home Country:

Name (Last, First, Middle)

Relationship

Complete Address, City, State, Country, Mailing/Zip Code

Telephone Number

EDUCATIONAL GOALS: What is your current educational intent at Century College? Only mark one box.

Complete courses, but not a degree (not an option for F-1 students on I-20's at Century College)

Earn occupational certificate/diploma. Please list _____ (not an option for F-1 students)

Earn **Associate in Arts (two-year) Degree and transfer** to a four-year college or university. Intended major of study following transfer from Century College: _____

Earn **Associate in Science** or **Associate in Applied Science (two-year) Degree**. Please circle specific program below.

Associate in Science Degree Programs – Circle your intended program:

0540 Business Administration

5298 Chemical Dependency

5107 Computer Information Systems

5109 Computer Science

5504 Criminal Justice

5392 Engineering

5597 Human Services

5505 Law Enforcement

5258 Nursing * (continued on next page)

5030 Accounting	5065 Administrative Assistant	5307 Auto Body Technology
5306 Automotive Service Technology*	5040 Business Management	5598 Cosmetology
5202 Dental Assistant*	5223 Dental Hygiene*	5391 Engineering CAD Technology
5313 Facility Systems Technology	5322 Heating, Ventilation and Air Conditioning Technology	5032 Horticulture-Greenhouse
5031 Horticulture-Landscape	5035 Information & Telecommunications Technology	5405 Interior Design
5052 Marketing Communications Tech	5050 Marketing Management	5093 Medical Office Assistant
5106 Microcomputer Support Technology	5290 Orthotic Associate Practitioner *	5288 Orthotic Technology
5652 Paraeducator	5201 Paramedic Technology*	
5291 Prosthetic Associate Practitioner*	5289 Prosthetic Technology	5316 Quality Technology
5256 Radiologic Technology*	5033 Sports Facility Management	5089 Visual Communications Technologies

***Applicants for Automotive Service Technology, Dental Assistant, Dental Hygiene, Nursing, Orthotic Practitioner, Paramedic Technology, Prosthetic Practitioner and Radiologic Technology Programs must satisfy specific admission criteria and submit a separate application for acceptance into these programs.**

EDUCATIONAL RECORD:

List all prior high schools, colleges, and universities you have attended, and attach to this application copies and translations of your educational records. Begin list with your high school, and continue to the present school you may be attending. **If you are seeking a degree, and have transferable foreign college/university credits, you will need to request that your official transcripts be sent directly from your former school for evaluation by a credential assessment service, such as World Education Services, Inc., www.wes.org, before Century College will consider them for transfer credit.**

Name of secondary/high school and college and/or university attended	Address of Institution: Including City, State, and Country	Date Started	Date Ended	Name of Certificate, Diploma, or Degree Received	Mo/Year Date Received

CERTIFICATION: (Your application must be signed and dated)

I certify that the information I have provided on this application and all other materials are complete, accurate and true to the best of my knowledge. I understand that it is my responsibility to request that official transcripts from each academic institution I have attended be sent directly to Century College.

As a student in a public institution, I understand that my photo may be taken in a group setting, classroom or large group gathering for promotional purposes.

Applicant's Signature: _____

Date: _____

Century College
3300 Century Avenue North
White Bear Lake, MN 55110
www.century.edu

The college is asking you to provide information that includes private and/or confidential information under state and federal law. The college is asking for this information in order to process your application. You are not legally required to provide the information the college is requesting; however, the college may not be able to effectively process your application if you do not provide sufficient information. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials, including faculty who have legitimate educational interests in the information. Under certain circumstances, federal and state laws authorize release of private information without your consent: to schools in which you seek or intend to enroll, or are enrolled, to federal, state or local officials for purposes of program compliance, audit or evaluation, as appropriate in connection with your application for, or receipt of financial aid, to your parents, if your parents claim you as a dependent student for tax purposes, if the information is sought with a subpoena, court order, or otherwise permitted by other state or federal law, and to an organization engaged in educational research or an accrediting agency.



International Student Agreement

Please read, sign and date agreement and submit with application. Once you report to the school official, they will review with you and issue you a copy for your files.

If admitted to Century College, I agree to:

1. Maintain my status with respect to United States Citizenship and Immigration Service regulations for the duration of my studies at Century College.

This includes but is not limited to:

- a. Enrolling as a full-time student for 12 or more credits each semester,
 - b. Accepting employment only when proper authorization has been obtained from Century College, and
 - c. Maintain a valid passport and I-20 at all times.
2. Purchase before time of registration, the **Minnesota State Colleges and Universities' (MnSCU) Student Injury and Sickness Insurance Plan** designed for international students attending Minnesota State Community and Technical Colleges. Students must maintain insurance coverage throughout the duration of their attendance at Century College. Student coverage will be re-verified every year. It is the student's responsibility to make sure insurance is renewed every year of attendance. **Century College reserves the right to suspend students who do not comply with this mandatory insurance requirement.** Century College assumes no responsibility for medical expenses. Having outside insurance from a sponsor or family member does NOT waive your requirement to purchase the MnSCU insurance policy.
 3. Have adequate funds to meet all my expenses during my studies at Century College. I understand that if admitted to the college, I may be required to make an advance deposit for all or part of the first year's educational expenses in order to receive an I-20.
 4. Take the Mantoux test at Century College's Health Services Office during the first semester to determine exposure to tuberculosis. Complete any follow-up treatment that is recommended. Follow-up treatment is provided at no charge to the student.
 5. Abide by Century College policies and procedures as they apply to student conduct and academic progress.

Please print your name: _____
Last First Middle

Your signature: _____ Date: _____



Financial Responsibility Form (Page 1 of 2)

You must complete the reverse side of this statement and return it with your application. Please attach required documentation along with required official stamps or seals.

Century College requires certification of adequate financial support from applicants with non-immigrant visas. Such a statement must be on file in this office before admissions will be considered. A student must be prepared to pay non-resident tuition rates and fees as well as charges for living expenses at the beginning of each semester. Financial aid is not available to international students.

ESTIMATED COSTS FOR 2008-2009 ACADEMIC YEAR *

These charges are subject to change without notice and the student should be prepared for any adjustment in expenses. At present, estimated expenses for a single undergraduate student are as follows (US dollars): * Tentative costs for the 2008-2009 academic year.

<u>Item</u>	<u>Full Year Cost</u>
Tuition and fees: \$153 per credit *	\$3,672.00 (12 credits x 2 semesters x \$153)
Books, supplies, and fees **	800.00 (for 2 semesters) >(total \$5,441)
Injury and Sickness Insurance ***	969.00 (for 12 months)
Room and Board	9,000.00 - \
Transportation	1,800.00 - >(these three total \$11,700)
Miscellaneous/Personal Expenses	900.00 - /
TOTAL	\$17,141.00

* Tuition rates are higher for on-line courses and for Nursing, Dental Assisting & Hygiene, Orthotic Technician & Practitioner, and Prosthetic Technician & Practitioner program courses, by \$15 to \$30 per credit.

** Tools in trade programs (Automotive Service, Auto Body, etc) can cost from \$400 to \$3500, and are the student's responsibility.

*** Injury and Sickness Insurance is required, and needs to be paid in full for the whole year prior to registration.

Single students must provide evidence of minimum financial support in the amount of \$17,141 to meet expenses for one calendar year in the United States. If applicable, an Affidavit of Support form, USCIS Form I-134, available at www.uscis.gov, can be completed to provide evidence of support for Room and Board, Transportation, and Miscellaneous/Personal Expenses, which composes \$11,700 of the total \$17,141 annual costs, leaving \$5,441 to be covered by banking documents. Student who cannot demonstrate that they have sufficient funds will not be admitted to the college.

Students with dependents (married students and students with family) must use the above chart and add \$3,500 for spouse and \$2,500 for each child or other dependent.

Both Student and Support Sponsor must complete, sign, and have notarized the reverse side of this form. Return this completed form together with supporting financial documents.

Financial Responsibility Form (Page 2 of 2)

By signing this form, the student affirms that:

1. I will have sufficient funds available to pay all of my necessary expenses in the amount indicated on the reverse side of this form for the duration of my studies at Century College and will further be able to pay for travel to and from my home country.
2. I understand that I will not receive financial aid (grants, loans, or employment) from the college.
3. The specified sources of my supporting funds, shown in US dollars, are listed below:

Source of Funds: mark with "X" all that apply Required Supporting Documents Amount in US Dollars

<input type="checkbox"/> Personal funds/self supporting	Bank statement	_____
<input type="checkbox"/> Parents/family: Relationship _____	Bank statement	_____
<input type="checkbox"/> Sponsor support: Name _____	Bank statement	_____
<input type="checkbox"/> Your government (Specify name) _____	Signed copy of the award letter	_____
<input type="checkbox"/> Scholarship: _____	Signed letter with details of award	_____
<input type="checkbox"/> Other: Name _____ If a friend or relative is providing your room/board and etc., you must have a letter of verification from that person along with employment and/or other verifications. Room & board, transportation, and misc. is worth approximately \$11,700.	Affidavit of Support: Form I-134 and supporting evidence, see www.uscis.gov	_____
	TOTAL FUNDS: _____ (Total must equal at least \$17,141.00)	
	** ADJUSTED TOTAL: _____ (For students with dependents)	

**If you are married and/or have other dependents staying in the US, you must include \$3,500 for your spouse and \$2,500 for each child. For example: if you have a spouse and one child you should add \$3,500 for your spouse and \$2,500 for your child to the minimum total of \$17,141 making your adjusted gross total \$23,141.

OFFICIAL CERTIFICATION OF FUNDS AND AMOUNTS
THIS FORM MUST BE SIGNED AND CERTIFIED BY A NOTARY PUBLIC OR OTHER AUTHORITY WITH AN OFFICIAL SEAL OR STAMP **

**** PERSON CONTRIBUTING THE LARGEST AMOUNT MUST COMPLETE THIS SECTION and HAVE STAMPED**

This is to certify that I have read the information furnished by the applicant on this form. These are true and accurate statements. Funds will be available and will be provided as long as the student is enrolled at Century College.

Sponsor's Name: _____

Sponsor's Signature: _____

Date: _____

Legal seal or stamp

My commission expires on _____

Officer's signature _____

**** STUDENT MUST COMPLETE THIS SECTION and HAVE STAMPED**

This is to certify that I, the student applicant, have furnished true and accurate information on this form, and that funds will be available for education and living expenses for me to study at Century College. I understand that any misrepresentation may be cause for refusing or revoking my admissions.

Student's Name: _____

Student's Signature: _____

Date: _____

Legal seal or stamp

My commission expires on _____

Officer's signature _____