



# Westchester Community College

State University of New York

Dear Prospective International Student:

Thank you for your interest in Westchester Community College.

The next page is a fact sheet containing important information about the admissions process for international students. Please note that Westchester Community College is a two-year community college and does not provide on-campus housing.

In order to complete the admission process, please follow the procedure outlined below:

1. Complete the enclosed Westchester Community College application.
2. Complete the enclosed student personal essay.
3. Complete the enclosed Affidavit of Financial Support.
4. Complete the enclosed Affidavit of Support for Room & Board (if applicable).
5. Submit academic records (officially translated into English) for all secondary and university level coursework.
6. Submit sponsor's bank statements that demonstrate capacity to cover all educational and living expenses.
7. Submit a copy of sponsor's most recent income tax return (first two pages) and Letter of Employment verification and current salary.
8. Submit the results of the Test of English as Foreign Language (TOEFL). For information about TOEFL, please write to the Educational Testing Service, Princeton, NJ 08540, U.S.A. If you have not taken a TOEFL exam, you can take the English Language Institute English Evaluation here at Westchester Community College. If you are applying from abroad, you can take the language evaluation when you arrive.
9. Copy of information pages of passport. Make sure that the copy is clear and legible.
10. Submit the International Student Application Fee of \$50 US together with the application. The check should be made payable to Westchester Community College. Your application will not be processed until the fee has been received.

We look forward to receiving your application. Please mail all documents to:

Westchester Community College  
75 Grasslands Road  
Valhalla, NY 10595  
USA  
ATTN: Anne Marie Verini, STC 217A

You will be notified of your admission decision in writing. Be sure to include an email address so we can contact you and provide you with your User ID. This ID will allow you access to your student portal called MyWCC. When you access the student portal, you will see if you are missing any documents by looking at your "To Do List." Please note that we are unable to make international telephone calls. If you have any questions, regarding the admission process of the College, please do not hesitate to contact us by email or phone at 914-606-8567. If you would like to schedule an appointment to come in and review the application documents or process, please call (914) 606-6778.

Sincerely,

Anne Marie Verini  
International Student Advisor

# INTERNATIONAL STUDENT INFORMATION

## 1. Educational Records

New international students should apply by **June 15<sup>th</sup>** to enroll in the September semester or by **November 1<sup>st</sup>** to enroll in the January semester. All official transcripts (submitted with certified English translation) and other required documents must be on file in the Office of International and Immigrant Student Affairs before the deadline dates. Official transcripts should indicate the name and address of the educational institution, subjects studied, grades earned with grading system explanation, time period for each subject, examinations passed, and certificate, diplomas and degrees received at all secondary, college, university, and professional schools attended. Educational documents should be certified by the American Embassy or Consulate in the student's home country.

## 2. Financial Expenses

All international students must have sufficient funds to cover college tuition, fees, textbooks, living expenses, transportation expenses, accident and sickness insurance, and other incidental expenses while attending college in the United State. \*Tuition and fees are approximately **\$13,700 (US) PER YEAR** (fall and spring semesters) and living expenses are approximately **\$8,000 per year**. For those who are interested, the college offers an accident and sickness insurance program at an annual cost of \$250. Please see enclosed pink flyer for additional information. Documented evidence of means of financial support (educational and living expenses) must be provided to Westchester Community College for admission and issuance of the Certificate of Eligibility (Form I20A). Students must have these funds available when they register for classes each semester. Visa students may not be employed while attending college unless permission has been granted by the United States Customs and Immigration Service (USCIS). The College does not provide, recommend or supervise housing for students. Total yearly expenses are estimated at **\$21,950 (US)**.

## 3. Transfer Information

International transfer students from another U.S. college must apply by **July 15<sup>th</sup>** for the fall semester or by **December 1<sup>st</sup>** for the spring semester. International students who wish to transfer from another college must be in good academic standing at their last attended institution with a grade point average of 2.0 or higher. Credits earned at another college and transferred to Westchester Community College are evaluated by the Transfer Credit Evaluator upon submission of official transcripts. Credentials from institutions outside of the U.S. must be evaluated by an evaluation service. See links at the bottom of the Office of International and Immigrant Student Affairs home page for more information regarding foreign credit evaluation.

## 4. Visa Information

USCIS regulations state that a student must attend college full-time (earn 12 credits or more each semester), and make satisfactory progress toward their degree. International students must attend the educational institution approved by USCIS on the Arrival-Departure Record (Form I-94); otherwise the student is subject to deportation. International visa students who intend to transfer to another educational institution must officially do so by obtaining the approval of the institution they plan to attend.

Students will be notified of their acceptance with a letter and a form I-20. Do not try to enter the U.S. without them. If you have any questions, please call the International Student Advising Office at 914-606-8567.

If you are a student who is applying for F-1, student status from within the U.S., you must notify us of the type of visa that you currently have and the date of its expiration. You should only apply to the college if you have been in the U.S. with your current visa for **over three months**. If you are applying within the U.S., but are planning to return to your home country, your materials (including the I-20) will be sent to your home where you will have to make an appointment at the a U.S. Embassy or consul.

**NEW YORK STATE HEALTH LAWS** require all students taking 6 or more credits to sign the Meningitis Response Form and all students taking 6 or more credits who were born on or after January 1, 1957 to provide proof of immunity for Measles, Mumps and Rubella, BEFORE you can register.

\*TUITION AND FEES SUBJECT TO CHANGE WITHOUT NOTICE.

## Application Instructions

This form should be filled out and notarized by sponsors, who will provide the funding for tuition, books, accident and sickness insurance plan, and \*living expenses (\*living expenses only if no sponsor is providing). Please submit the following items completely with supporting documentation. Incomplete applications will not be considered until all documents are received. Be sure to **keep copies** of everything you submit for your own records.

1. Westchester Community College Application for Admission.
2. International Student Application Fee of \$50 (US). Make check payable to Westchester Community College.
3. Autobiographical Essay  
The essay should be at least 200 words and focus on why the student wants to attend Westchester Community College.
4. Educational Data Sheet:  
List **all** the schools and grade levels you have attended including elementary school (primary school), high school (secondary school) and college (university).
5. High School and/or College Transcripts (Translated and evaluated if foreign).  
Any transcript received by the college becomes property of the college and **cannot be returned**. Make sure you have a copy of your own of any record you submit to our institution. The college recommends the use of World Education Services, [www.wes.org](http://www.wes.org), for the evaluation of foreign college or university transcripts. High school transcripts need not be evaluated, only translated into English.
6. TOEFL Exam results, or if already in U.S., Westchester Community College ESL Institute English Evaluation. To be accepted directly into a degree program, your score must be 500 or higher on paper test, 173 or higher on computer test, or 61 on internet based test. If you have not taken a TOEFL exam, you may take an English language evaluation here at the college. Based upon these results, the ESL Institute may recommend that you start with English classes before being accepted into a degree program. TOEFL information is available by calling (609) 771-7100. To schedule an ESL Institute English Evaluation call (914) 606-6656. Students from countries whose native language is English are exempt from this requirement.
7. Affidavit of Support for Free Room and Board (Living expenses).  
This form should be filled out and notarized by sponsors in the United States, who will provide a place to stay for the student at no cost. These sponsors are required to submit a copy of the first two pages of their most current income tax records and a letter from their employer stating the length of employment and annual salary. Room and Board sponsors must earn at least \$35,000 per year.
8. Sponsor's Affidavit of Annual Financial Support  
(free room and board). These sponsors are required to submit a copy of the first two pages of their most current income tax records and a letter from their employer stating the length of employment and annual salary. In addition, these sponsors must submit bank records that total up to the amount of at least one year's tuition, books, and insurance which would be \$13,950. If a student does not have a sponsor providing free room and board, then an additional \$8,000 must be available in the bank statement to cover living expenses. In this case, a total of \$21,950 must be available in the bank. These dollar amounts reflect the minimum amount required to apply for the student visa/student status. **Submitting a bank statement showing available funds in excess of the minimum amount will increase the student's chances of obtaining the student visa/student status.**
9. State University of New York Foreign Student Financial Form  
This form must have all the sources of funding listed in the appropriate boxes. All applicants are required to demonstrate that \$18,650 USD\*\* is available to pay for their education per year. (\*\*Includes tuition, living expenses, books and insurance).

Status	Tuition	Living Expenses	Books	Insurance
Undergraduate	\$12,700***	\$8,000***	\$1000***	\$250***

\*\*\* Per year of study

# Degree & Certificate Programs

**Associate in Arts Degrees (A.A.)/Associate in Science Degrees (A.S.)** are awarded to candidates who successfully complete programs which parallel the first two years of coursework at accredited four-year institutions.

**Associate in Applied Science Degrees (A.A.S.)** are awarded to candidates who successfully complete programs combining specific career preparation with a firm foundation of coursework in the liberal arts and sciences. Graduates who earn the A.A.S. degree are prepared to seek immediate employment or transfer to four-year institutions to continue study toward a bachelor's degree and beyond. The A.A.S. graduate who elects to transfer will find that most of the credits completed at Westchester Community College will be readily accepted for credit toward the bachelor's degree at a receiving institution. (This is contingent upon the requirements of the transfer school and the student having maintained a satisfactory academic record.)

**Certificate Programs** prepare students for careers in a variety of skilled occupations. One-year certificate programs provide a way for students to gain job skills for immediate employment or to prepare for career advancement by gaining new skills and credentials. College credits earned in a Westchester Community College certificate program may be applied to an associate degree or may be transferable for those who decide to continue their education at another institution.

Accounting (A.S.)	Global Business (A.S.)
Applied Art (Cert.)	Human Services (A.A.S.)
Business Administration (A.S.)	Human Services (A.S.)
Business Administration (A.A.S.)	Individual Studies (A.S.)
Chemical Dependency Counseling (A.A.S.)	Liberal Arts/Childhood Education – Teacher Education Transfer (A.A.)
Chemical Dependency Counseling (Cert.)	Liberal Arts/Humanities (A.A.) ***
Civil Technology (A.A.S.)	Liberal Arts/Mathematics & Science (A.S.)
Communications and Media Arts (A.A.)	Liberal Arts/Social Science (A.A.) ***
Computer Aided Drafting (Cert.)	Marketing (A.S.)
Computer Applications Specialist (Cert.)	Marketing (A.A.S.)
Computer Information Systems (A.A.S.)	Mechanical Technology (A.A.S.)
Computer Programming (Cert.)	Medical Billing & Coding (Cert.) *
Computer Science (A.S.)	Networking (A.A.S.)
Computer Security & Forensics (A.A.S.)	Networking (Cert.)
Computer Security & Forensics (Cert.) ***	Nursing – LPN (Cert.) **
Criminal Justice/Corrections (A.A.S.)	Nursing – RN Day (A.A.S.) **
Criminal Justice/Police (A.A.S.)	Nursing – RN Evening (A.A.S.) **
Culinary Arts & Management (A.A.S.)	Office Technologies (A.A.S.)
Dietetic Technician (A.A.S.)	Office Technologies (Cert.)
Digital Art (Cert.)	Paralegal (A.A.S.)
Digital Filmmaking (A.S.)	Paralegal (Cert.)
Digital Filmmaking (Cert.)	Performing Arts (A.A.S.)
Direct Care Practice (Cert.)	Radiologic Technology (A.A.S.) (Deadline March 1)
Early Childhood (A.A.S.)	Respiratory Care (A.A.S.) (Rolling Admission to the Wait List)
Early Childhood (Cert.)	Small Business Entrepreneurship (Cert.)
Electrical Technology (A.A.S.)	Teaching Assistant (Cert.) *
EMS Management (Cert.)	Telecommunications Technology (A.A.S.)
EMT-Paramedic (Cert.)	Telecommunications Technology (Cert.) *
EMT-Paramedic (A.A.S.)	Veterinary Technology (A.A.S.)
Energy Systems (A.A.S.)	Visual Arts (A.A.S.)
Engineering Science (A.S.)	Web Development (Cert.)
Fashion Merchandising (A.A.S.)	
Fashion Technology & Production (A.A.S.)	
Financial Office Specialist (Cert.)	
Foods & Nutrition (A.S.)	

*New degree and certificate programs are being added all the time. Visit us online at [www.sunywcc.edu/catalog](http://www.sunywcc.edu/catalog) for an updated list of program offerings.*

\* Financial Aid is not available to students enrolled in this program

\*\* This program has an application deadline. Please visit [www.sunywcc.edu/nursinginfo](http://www.sunywcc.edu/nursinginfo) for details.

\*\*\* This entire program may be completed by taking online courses.

# Application for Admission

Please print in ink.

For Office Use Only: Date Received _____ Application Fee _____
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## A. Enrollment Information

1. Legal Name: \_\_\_\_\_  
LAST FIRST MIDDLE INITIAL
2. Former name(s): \_\_\_\_\_  
LAST FIRST MIDDLE INITIAL
3. Date of Birth: \_\_\_\_\_  
MONTH DAY YEAR
4.  Male  Female
5. Social Security Number: \_\_\_\_\_

Providing your Social Security Number will enable Westchester Community College to uniquely identify your records. Additionally, if you are applying for financial aid, you are required by the federal government to provide your Social Security Number. Westchester Community College is dedicated to ensuring the confidentiality of students' records and application materials.

6. Address:  
LEGAL \_\_\_\_\_  
STREET APARTMENT #  
CITY / TOWN / VILLAGE STATE ZIP  
MAILING (IF DIFFERENT FROM ABOVE) \_\_\_\_\_  
STREET APARTMENT #  
CITY / TOWN / VILLAGE STATE ZIP
7. Telephone:  
HOME \_\_\_\_\_ MOBILE \_\_\_\_\_
8. Email Address: \_\_\_\_\_

The college uses a variety of media to notify students of upcoming events such as registration, class cancelations, room changes, etc. Please be sure to notify us if any of your contact information changes. Changes to your personal information (including contact information or a change of address) can be made in person at the Registrar's Office, or by logging in to [www.sunywcc.edu/MyWCC](http://www.sunywcc.edu/MyWCC).

## B. Residency Information

9. Have you lived in New York State for the past 12 months?  Yes  No If no, \_\_\_\_\_  
STATE OF RESIDENCE
10. Have you lived in Westchester County for the past 6 months?  Yes  No If no, \_\_\_\_\_  
COUNTY OF RESIDENCE

If you are a New York State resident but have not resided in Westchester County for 6 months, contact your home county for a Certificate of Residency. Download a Certificate of Residence form at [www.sunywcc.edu/regforms](http://www.sunywcc.edu/regforms).



### C. Citizenship Information

11. Are you a US Citizen?  Yes  No  
If no, country of citizenship \_\_\_\_\_

If you are not a US Citizen, please complete the box below

#### NON US CITIZENS

12. Are you a legal permanent resident of the United States?  Yes  No  
If yes, please provide your Alien Registration Number \_\_\_\_ — \_\_\_\_ — \_\_\_\_ — \_\_\_\_ — \_\_\_\_
13. Do you hold an F1 visa?  Yes  No  
• If No, do you wish to apply for a student (F1) visa?  Yes  No Please contact the International Student Office at 914-606-8567.  
• If you have an F1 visa from another school, you must go through the International Student Office and complete the process.  
• Students who are granted a student (F1) visa must enroll and attend full-time (12 or more credits).
14. Do you hold a visa other than F1?  Yes  No  
 B1  B2  J1  H Other \_\_\_\_\_

### D. Regional Information

15. Ethnicity

A variety of government agencies require that institutions of higher education report student enrollments by ethnic status. The information requested in this section will assist us in meeting this requirement. Please check the appropriate box. (Response is optional and will not affect your admission in any way.)

Are you Hispanic/Latino?  Yes  No

If Hispanic/Latino, please indicate which of the following would best describe your background? (select one)

- Cuban  Dominican  Other Hispanic/Latino  
 Puerto Rican  Mexican

Please indicate your race (select one or more)

- American Indian or Alaskan Native  Asian  Black or African American  
 Native Hawaiian or other Pacific Islander  White

16. Military Status

Have you ever served in the United States Military?  Yes  No

If yes, please indicate current military status  Active Military Duty  Retired  Veteran  
 Dependent of Active Duty Personnel  Other

### E. Educational Goal

Check this box if you **do not** wish to pursue a degree or certificate at this time. Understand that this categorizes you as non-matriculated, which makes you **ineligible** for financial aid. If you are not applying to enter into a program or certificate, please proceed to question 21.

17. I am applying as a:  Freshman  Transfer

18. I plan to begin my studies:

January 20\_\_\_\_ (spring) or  September 20\_\_\_\_ (fall)

19. I plan to study:  Full-time (12 OR MORE CREDITS)  Part-time (1-11 CREDITS)

20. Please choose your intended major from the list of Degree & Certificate Programs included in this application.



21. For what reason are you requesting admission to Westchester Community College? Choose the one response which best describes your intention.
- Transfer to another SUNY college after earning a degree/certificate at Westchester Community College.
  - Transfer to a non-SUNY college after earning a degree/certificate at Westchester Community College.
  - Transfer to a SUNY college without earning a degree/certificate at Westchester Community College.
  - Transfer to a non-SUNY college without earning a degree/certificate at Westchester Community College.
  - Earn a degree/certificate and seek employment rather than pursue further post secondary education.
  - Enroll in course work to learn new skills or upgrade job skills without earning a degree.
  - Enroll in course work for personal enrichment or enjoyment, rather than earning a degree.
  - Obtain a Certificate of General Education Development (GED) through the accumulation of college credits.
  - Uncertain. I have not determined my educational goal at this time.

**F. Academic History (Final/official transcripts required)**

Did you graduate from high school?  Yes  No (If no, please proceed to question 25)

22. High School: \_\_\_\_\_  
NAME OF HIGH SCHOOL

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

23. Graduated \_\_\_\_ — \_\_\_\_ Will Graduate \_\_\_\_ — \_\_\_\_  
MONTH YEAR MONTH YEAR

24. Type of high school diploma received or expected:  Regents  Local  IEP\*

\*A student who completes high school with an IEP diploma does not qualify for open admission. Please contact the Office of Admissions for information on applying for the Ability to Benefit program.

25. If you did not graduate from high school, did you receive a General Equivalency Diploma (GED)?  
 Yes DATE ISSUED \_\_\_\_ — \_\_\_\_ (Attach a copy of GED diploma and scores with this application)  
MONTH YEAR

No (Please contact the Office of Admissions for information on applying for the Ability to Benefit program)

26. Transfer Students ONLY

List all other colleges attended (most recent first)

College/University	City	State	Dates Attended		Degree Received
			FROM	TO	
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**NOTE: It is your responsibility to send official college transcripts, CLEP, and/or Advanced Placement score reports to the Transfer Credit Evaluator, Westchester Community College Office of Admissions.**

27. Check if you would like more information to be sent to you on any of the following:
- Financial Aid
  - Educational Opportunity Program
  - Honors Program
  - Scholarships
  - Intercollegiate Athletics
  - On-Campus Childcare
  - Support Services for students receiving TANF Benefits
  - TRIO Program
  - Veteran's Benefits
  - Support Services for students with a disability

More information can be found on any of the above programs by visiting [www.sunywcc.edu](http://www.sunywcc.edu).

## G. Additional Information (Response is optional and will not affect your admission in any way.)

28. Has any member of your family graduated from Westchester Community College?  Yes  No  
If yes, what relationship?  Parent  Sibling  Other  Name: \_\_\_\_\_
29. Was English your primary language spoken as a child?  Yes  No  
If No, would you like information on the ESL program?  Yes  No
30. Please indicate the highest level of education earned by your parent(s)  
Mother  HS  Some College  2 yr College Degree  4 yr College Degree  Master's or higher  Other \_\_\_\_\_  
Father  HS  Some College  2 yr College Degree  4 yr College Degree  Master's or higher  Other \_\_\_\_\_

## H. Applicant's Signature

I certify that the information provided on this application is complete and accurate in every respect. I understand that falsifying any part of this application may result in cancellation of my admission or dismissal from the college. I am aware that the \$35 application fee (enclosed as a check or money order) is non-refundable.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Admission is based on the availability of space and qualifications of the applicant. Westchester Community College adheres to the policy that no person on the basis of race, color, creed, national origin, age, gender, sexual orientation, or handicap is excluded from, or is subject to, discrimination in any program or activity. Information collected on this application (Section 355(2) (i) Education Lay) will be used to evaluate your request for admission. Failure to provide information could prevent your application from being processed. Information will be maintained in the Registrar's Office. Information on this application form is accurate as of 6/11.

### Application Checklist

- I have reviewed my application to ensure the required items have been answered.
- I have signed my application.
- I have enclosed my non-refundable application fee (check or money order only).
- My name and address can be clearly read.
- I have either indicated my degree or certificate program of choice, or that I do not wish to enroll in a program at this time.
- If I am applying for financial aid, I have provided my Social Security Number.

#### The following items must be submitted to complete your application:

- A final copy of my high school transcripts (indicating date of graduation) sent to the Office of Admissions.
- An official copy of my GED sent to the Office of Admissions.
- Official, sealed copies of all college transcripts forwarded to the Office of Admissions.
- STUDENTS BORN ON OR AFTER JANUARY 1, 1957: A copy of my immunization record forwarded to the Health Office.
- All students must submit a signed Meningitis Response Form to the Health Office.  
This form can be found online at [www.sunywcc.edu/regforms](http://www.sunywcc.edu/regforms).

# International Student Information Sheet

Name \_\_\_\_\_  
Last First Middle

U.S. Address \_\_\_\_\_  
Street  
\_\_\_\_\_  
City State Zip Code  
\_\_\_\_\_  
Telephone Email **(required—please write very clearly)**

Foreign Address \_\_\_\_\_  
Street  
\_\_\_\_\_  
City Providence Country

\*Foreign address must be filled out in order to meet USCIS admissions requirements.  
(Addresses with PO Boxes will not be accepted)

Please check off and fill in the box applicable to you.

( ) A student applying from abroad (a student who is currently in another country outside the United States)

Must include copy of passport information pages

( ) A student applying who currently holds F-1 student status and an I-20 from another college or institution, to transfer to Westchester Community College.

School \_\_\_\_\_

I-20 Expiration date \_\_\_\_\_

Must include copy of I-20, I-94, and Visa.

( ) Student applying who is already in the United States with a visa status other than an F-1 student status and wants to change their visa status to F-1 international student status.

B1 ( ) B2 ( ) J1 ( ) J2 ( ) H1B ( )

H4 ( ) L1 ( ) L4 ( ) G1 ( ) other ( )

Must include copy of I-20, I-94, and Visa.



# State University of New York (SUNY)

## Autobiographical Essay

Instructions: The autobiographical essay is to be written by the applicant in English. It should include information relevant to your admission application, but not already given on other forms, such as why you are applying for study in the United States, reasons for selecting the field of study chosen, work experiences relevant to your field of study, the explanation for any extended interruption in your school attendance, special interests and abilities you have, plans for further study and/or employment after completion of your first degree, family background, etc. You may use both sides of this sheet. Return your essay with other application forms to the Director of Admissions of the State University of New York campus to which you are applying.

Applicant's Family Name	First Name	Middle Name		
Permanent Address	Number & Street	Town & City	Providence/State	Country
Name and City of SUNY Campus to which you are applying:				



# SPONSOR'S AFFIDAVIT OF ANNUAL FINANCIAL SUPPORT

(Please print or type)

I hereby attest that I am willing and able and will provide no less than US \$ \_\_\_\_\_  
in cash to the student named below for every year of study at Westchester Community College.

NAME OF STUDENT \_\_\_\_\_

(first, middle, family names)

My relationship to the student is: \_\_\_\_\_

My telephone number is: (H) \_\_\_\_\_ (W) \_\_\_\_\_

My address is:

\_\_\_\_\_  
(number and street)

\_\_\_\_\_  
(city) (state) (zip code) (country)

The following persons are dependent upon me for their housing, food, or financial support. (Do not list adult members of your family who are supporting themselves. Do not include the student named above.)

NAME	RELATIONSHIP	AGE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

## My documentary evidence of financial ability is attached.

(Please check all that apply.)

Letter from my employer on business stationery stating my annual salary. \_\_\_\_\_

Letter from an officer of a bank or other financial institution stating:  
the date my account was opened, the total amount deposited and the present balance. \_\_\_\_\_

Most recent income tax return or W2 Form \_\_\_\_\_

Other: \_\_\_\_\_

**You must sign below in the presence of a notary public or official. The notary public must sign and put the official seal on the affidavit. Any erasures or changes must be signed by both the sponsor and the notary.**

## AFFIRMATION OR OATH

I hereby affirm or swear that the information I have given above is true and correct:

\_\_\_\_\_  
Signature of Sponsor

\_\_\_\_\_  
Printed Name of Sponsor

SWORN AND SUBSCRIBED

BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_.

(SEAL)

SIGNATURE OF NOTARY: \_\_\_\_\_.

# Affidavit of Support for Room and Board

Date \_\_\_\_\_

Dear International Student Advisor:

I/We, \_\_\_\_\_, am/are writing to state that I/we will provide free room and board to your student, \_\_\_\_\_, for the duration of his/her studies at Westchester Community College. The student will reside at my home address of \_\_\_\_\_, where he/she will commute to and from school. I am currently employed at \_\_\_\_\_ and earn a yearly salary of over \$35,000, which is enough to support the student while he/she stays with me. I swear that the information I have given is true and accurate to the best of my knowledge.

Sincerely,

\_\_\_\_\_

Please Notarize Here:

\_\_\_\_\_

## Application Requirements

- ( ) Westchester Community College Application for Admission
- ( ) International Student Application Fee of \$50 (US). Make check payable to Westchester Community College
- ( ) Educational Data Sheet – listing **all** schools attended
- ( ) High School and College Transcripts – all transcripts must be translated if foreign. College/university transcripts must be evaluated as well.
- ( ) International Student Information Sheet - Be sure to include an **email address** and U.S. telephone number.
- ( ) Affidavit of Support for Free Room and Board - For sponsors who provide free room and board.
- ( ) Sponsor's Affidavit of Annual Financial Support – completed by **all** sponsors providing financial assistance.
- ( ) Bank or Financial Account Statement showing \$13,950 USD (statement must be translated if not in English) for 1 year of tuition, books and insurance. This amount should be \$21,950 if there is no sponsor providing free room and board.
- ( ) First two pages of most recent income tax records (from US sponsors) and letter of employment from all sponsors
- ( ) State University of New York Foreign Student Financial Form signed by student and **all** sponsors.
- ( ) TOEFL Exam results or if already in U.S. Westchester Community College ESL Institute English Evaluation
- ( ) Copy of Information pages of student's passport
- ( ) Copies of any Visas, I-20's, I-94, DS 2019 (J-1) or IAP-66 (G-1)
- ( ) Autobiographical Essay - Reason why the student wants to attend Westchester Community College
- ( ) Immunization Record Form – click on this link to download  
[http://www.sunywcc.edu/academics/registering\\_for\\_classes/regis\\_info/immune\\_forms.pdf](http://www.sunywcc.edu/academics/registering_for_classes/regis_info/immune_forms.pdf)
- ( ) Transfer Recommendation Form – **only** if you are transferring to Westchester Community College from another school within the U.S.

\*All documents must be officially translated in English if the original is in another language. Incomplete applications will be delayed until all forms and documents are submitted. Keep copies of all documents you submit, as Westchester Community College **cannot** return any documents to you.