



At QCC, we excite...we ignite...we open new vistas of opportunity.

International Student Required Documentation Packet (2024-2025)

This packet contains:

- **International Student Required Documentation Checklist (Students currently outside the U.S.)**
- **International Student Required Documentation Checklist (Students currently inside the U.S.)**
- **International Student Acknowledgement form**
- **Certificate of Financial Support form**
- **International Transfer form**

In order for your I-20 to be generated allowing you to study at Quinsigamond Community College, please submit all required documentation.

If you are already in the U.S., the deadline for the fall semester (September) is **August 10**.
The spring semester (January) deadline is **December 10**.

If you are outside the U.S., the deadline for the fall semester (September) is **July 1**.
The spring semester (January) deadline is **October 1**.

Please submit all documents as individual PDFs.
All updates effective May 1st, 2024.



International Student Required Documentation Checklist (Students currently outside the U.S.)

Please use this checklist to manage your qualification for a Form I-20.

All documents must be in English.

Deadlines: If you are outside the U.S.: **July 1** for the fall semester (September), **October 1** for the spring semester (January)

All updates effective May 1st, 2024

I. Admission

- Complete Admissions **International Student Application Form** online at: www.qcc.edu/intapp.
- Submit **translated secondary/high school diploma or transcript**. If documents are not in English, an official translation must be attached.

II. Qualifying for the Form I-20 (Please submit all documents as individual PDFs.)

- Sign and submit **International Student Acknowledgement Form** (page 4).
- Demonstrate English language proficiency, if English is not your first language.** You may demonstrate this using one of the following methods:
 - 1) Test of English as a Foreign Language (TOEFL iBT:** www.ets.org/toefl). Test results must be sent directly to Quinsigamond Community College. You must achieve the following scores:
 - 173 on the computer-based test or,
 - 61 on the Internet based test or,
 - 500 on the paper based test.
 - 2) International English Language Testing System (IELTS) test:** Students who have obtained a score of 5.0 on the International English Language Testing System (IELTS) test.
 - 3) Duolingo English Test:** Students who have obtained a score of 100 on the Duolingo English Test.
 - 4) US college-level English class:** Completed one semester of a college-level English course at a U.S. college or university, achieving a grade of C or better. Have an official transcript sent to Quinsigamond Community College.
- Certificate of Financial Support** (page 5) stating that your sponsor will be responsible for your educational and living expenses for the duration of your studies at QCC. (You will need an affidavit to present to the U.S. Embassy or Consulate.)

-AND-

- Proof of financial resources**
 - 1) Copy of the original bank document** indicating sufficient resources covering total educational and living expenses for one year. Bank account with minimum balance of **\$35,980.00 (USD)** in a checking or traditional savings account (Up to 2 sponsors). **Statement must be no older than 6 months prior to the application deadline and must be on bank letterhead and include the name of the sponsor.**
 - OR-**
 - 2) Official letter of financial guarantee (from government, foundation, or community organization)**
- Submit a copy of your **valid passport**.

QCC reserves the right to request additional documentation.

III. Next steps for embassy appointment

- QCC will provide you with an I-20 form that indicates you are eligible for a student visa.
- Complete the SEVIS I-901 Fee Form for F visas and submit the SEVIS fee of \$350 (as of May 14, 2024).
- Schedule an appointment with the U.S. Embassy/Consulate.
- Take the affidavit of support, your sponsor's financial statement, the I-20, acceptance letter you received from QCC, and your valid passport to a United States Embassy or Consulate to apply for a student (F-1) visa. (Each embassy may require additional documents)
- Enter the United States with your F-1 Visa and I-20 form. Come to the Admissions Office at QCC upon arrival (201 HLC).

All documents must be in English. Documents must be properly sized, formatted and legible.

Please do not send physical documents through a postal service.

All documents should be submitted as individual PDFs to international@qcc.mass.edu.

International Student Required Documentation Checklist (Students currently inside the U.S.)

Please use this checklist to manage your qualification for a Form I-20.

All documents must be in English.

Deadlines: If you are already in the U.S., **August 10** for the fall semester (September), **December 10** for the spring semester (January)

I. Admission

All updates effective May 1st, 2024

- Complete Admissions **International Student Application Form** online at: www.qcc.edu/intapp.
- Submit **translated secondary/high school diploma or transcript**. If documents are not in English, an official translation must be attached.

II. Qualifying for the Form I-20 (Please submit all documents as individual PDFs.)

- Sign and submit **International Student Acknowledgement Form** (page 4)
- Complete **International Transfer Form** (page 6)
- Demonstrate English language proficiency, if English is not your first language.** You may demonstrate this using one of the following methods:
 - 1) **Test of English as a Foreign Language (TOEFL iBT:** www.ets.org/toefl). Test results must be sent directly to Quinsigamond Community College. You must achieve the following scores:
 - 173 on the computer-based test or,
 - 61 on the Internet based test or,
 - 500 on the paper based test.
 - 2) **International English Language Testing System (IELTS) test:** Students who have obtained a score of 5.0 on the International English Language Testing System (IELTS) test.
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- Certificate of Financial Support** (page 5) stating that your sponsor will be responsible for your educational and living expenses for the duration of your studies at QCC. (You will need an affidavit to present to the U.S. Embassy or Consulate.)

-AND-
- Proof of financial resources**
 - 1) **Copy of the original bank document** indicating sufficient resources covering total educational and living expenses for one year. Bank account with minimum balance of **\$35,980.00** (USD) in a checking or traditional savings account (Up to 2 sponsors). **Statement must be no older than 6 months prior to the application deadline and must be on bank letterhead and include the name of the sponsor.**

-OR-
 - 2) **Official letter of financial guarantee (from government, foundation, or community organization)**
- Submit a copy of your **valid passport**.
- Submit a copy of your **current I-20**
- Submit a copy of your **latest I-94**
- Submit a copy of your **current U.S. institution's transcript** (if applicable)
(additional, official transcript will be needed to transfer credits)

QCC reserves the right to request additional documentation.

III. Next steps to transfer your I-20 to QCC

- You will receive a statement requesting the transfer of your I-20 to QCC. In addition, you will receive a transfer-in form to be completed by current DSO. (NOT the Acceptance Letter)
- Once the transfer is complete, QCC will create your new I-20.
- Email international@qcc.mass.edu to schedule an appointment with DSO at QCC to sign your new I-20.

*Students requiring a change of status are responsible for completing the form I-539 on their own.
QCC does not provide counsel or legal assistance in completing the I-539 or any immigration documents.*

All documents must be in English. Documents must be properly sized, formatted and legible.

Please do not send physical documents through a postal service.

All documents should be submitted as individual PDFs to international@qcc.mass.edu.

INTERNATIONAL STUDENT ACKNOWLEDGEMENT

Please read carefully before signing this document and email with all supporting documents.

1. International students studying in the United States on visas cannot establish a permanent domicile in the United States no matter how many extensions are granted. All international students must pay out-of-state tuition.
2. We recommend that students take 15 credits per semester since taking fewer credits may require to complete additional semester to finish the selected program.
3. To qualify for and maintain a student visa (F-1 status), students **must complete a minimum of 12 credits in the fall semester and 12 credits in the spring semester**. F-1 students must take a minimum of 9 credits in a traditional, on campus setting. Any credits above 9 credits can be taken online. Winter intersession and summer session classes are optional.
4. International students must demonstrate the ability to read and write in English at a college level. QCC does not offer an ESOL intensive program for international students.
5. International students **must not accept unauthorized employment** or they are subject to deportation.
6. All students must comply with the Massachusetts immunization requirement to take classes at QCC. We encourage you to obtain the required vaccines before arriving in the U.S. You must submit proof of vaccination shortly after the start of your first semester. Please visit www.qcc.edu/immunization for more information.
7. International students cannot directly apply to any certificate and certain specialized health care degree programs in their first semester at QCC due to mandatory program requirements to be in the United States.
8. Students who enroll in classes are responsible for all costs associated with attending QCC. **International students are not eligible for any federal or state financial aid programs, including loans.** Students are billed for each semester/term. Classes can be dropped for non-payment. Payment plans are available.
9. We estimate that you will have the following expenses based on full-time enrollment for an academic year.

Non-resident tuition and fees for 1 academic year (30 credits per year)	\$13,780.00*
Living expenses for 12 months	\$15,600.00*
Other expenses:	\$6,600.00*
Books (\$1,200.00*)	
Transportation (\$1,400.00*)	
Mandatory Universal health insurance (\$4,000*)	
TOTAL	\$35,980.00*

***All rates subject to change without notice.**

***Additional \$10,000 for spouse and each dependent child under 21 years old (F-2 VISA)**

Living expenses are an estimate only. Please prepare for fluctuating cost of living and program-specific fees.

The U.S. Citizenship and Immigration Services (USCIS) department requires international students to present proof of their ability to pay for all of their educational expenses while studying in the United States. **Please be advised that to complete your studies at Quinsigamond Community College the cost will be \$71,960.00 (\$35,980.00 per year), at a minimum.**

I have read the above statements and fully understand my obligations if I enroll at QCC.

I further understand that I am responsible for payment of all debts and liabilities assumed by me while attending QCC.

Full Student Name (please print): _____

First name (Given name)

Last name (Surname)

Student Signature: _____

Date (MM/DD/YY): _____



CERTIFICATE OF FINANCIAL SUPPORT

****No more than two sponsors are allowed. Each individual sponsors must submit a completed form.****

DO YOU HAVE A FINANCIAL SPONSOR? (Please check one):

YES

NO

IF YES, PLEASE HAVE THE FINANCIALLY RESPONSIBLE PARTY COMPLETE THE FOLLOWING:

IF NO, AND YOU ARE THE FINANCIALLY RESPONSIBLE PARTY, PLEASE PROVIDE YOUR INFORMATION INSTEAD.

SPONSOR'S FULL NAME: First name (given name), Last name (surname):

CITIZENSHIP:

SPONSOR'S ADDRESS:

CITY/STATE/ZIP:

COUNTRY:

WILL FINANCIALLY SUPPORT (STUDENT'S NAME):

NAME OF THE BANK:

BANK LOCATION (Country):

United States

Other Country (please specify):

ACCOUNT TYPE:

Checking

Saving

Both

I WILL BE DIRECTLY RESPONSIBLE FOR:

Academic Year (Based on 12 months) - Students are billed for each semester/term

Non-resident tuition and fees for 1 academic year (30 credits per year)	\$13,780.00*
Living expenses for 12 months	\$15,600.00*
Other expenses:	\$6,600.00*
Books (\$1,200.00*)	
Transportation (\$1,400.00*)	
Mandatory Universal health insurance (\$4,000*)	
TOTAL	\$35,980.00*

*All rates subject to change without notice.

Living expenses are an estimate only. Please prepare for fluctuating cost of living and program-specific fees.

By signing this form I am agreeing that:

1. I will financially support the applicant during their academic career at Quinsigamond Community College.
2. I understand that funds presented as evidence of financial support are accessible and will be used for payment of student's tuition and fees as necessary.
3. I will provide a bank statement/letter showing a minimum of **USD \$35,980** covering total educational and living expenses for one year.

Funds must be in a traditional checking or savings account. Other type of funding sources will not be accepted.

Bank statements presented must be no older than 6 months prior to the application deadline of the start term.

Full Student Name (please print):

First name (Given name)

Last name (Surname)

Student's Signature:

Date:

Sponsor's Signature:

Date:



QUINSIGAMOND
Community College

INTERNATIONAL TRANSFER FORM

Previous Enrollment Information

If you are **transferring** from another U.S. institution as an F-1 student, please fill out and submit the following information.

DSO Name (please print): _____

TITLE: _____

NAME OF INSTITUTION: _____

SCHOOL MAILING ADDRESS: _____

DSO TELEPHONE NUMBER: _____

DSO E-MAIL ADDRESS: _____

QCC SEVIS NUMBER: BOS214F00649000

Please contact international@gcc.mass.edu with any questions.