

# INTO USF APPLICATION PROCESS

Please use this code to apply for Scholarships: UK0118

## 1 DETERMINE COURSE OF STUDY

Decide what academic or English language program you want to apply for.

Read about INTO USF's Pathway and English language programs:  
[www.intohigher.com/usf/programs](http://www.intohigher.com/usf/programs)

## 5 APPLICATION PROCESSING

As soon as your application is received, we will notify you by email that it has been received and you may be asked to provide any missing application documents. Your transcripts and other documents must be evaluated, and you will be contacted once an admission decision is made.

## 2 CHECK REQUIREMENTS

Be sure your academic and language scores meet admission requirements for your program of choice. Detailed admission requirements can be found at:

[www.intohigher.com/usf/apply](http://www.intohigher.com/usf/apply)

## 6 OFFER OF ADMISSION

If qualified, we will send you an offer for admission.

## 3 APPLY

To apply, visit: [www.intohigher.com/usf/apply](http://www.intohigher.com/usf/apply)

Submit your application and required documents to:  
**INTOAdmissions@usf.edu**

## 7 CONFIRM

Return your acceptance form and pay the required deposit. Once your signed acceptance form and deposit have been received we will send you your I-20.

## 4 SEND REQUIRED DOCUMENTS

Detailed program requirements and instructions can be found at: [www.intohigher.com/usf/apply](http://www.intohigher.com/usf/apply)

- Transcripts (copies in native and English language)
- Diplomas (copies in native and English language)
- Language proficiency scores, if applicable
- Test scores, if applicable
- Passport
- Evidence of funding

## 8 PREPARE FOR ARRIVAL

You will receive a Pre-Departure Guide to help prepare you for living and studying in the U.S.

## 9 BECOME A USF BULL!

APPLICATION CHECKLIST FOR PATHWAYS/SAWE PART 2 & 3	
<b>Please read carefully and make sure you have included the following documents in your application package:</b>	
1. Completed the application form in full and checked for accuracy	<input type="checkbox"/>
2. Enclosed copy of passport for student (and spouse/dependents if applicable)	<input type="checkbox"/>
3. Enclosed copy of bank statement/Affidavit of Support or letter of sponsorship	<input type="checkbox"/>
4. Enclosed copies of high school or university diploma and transcripts (English and native language)	<input type="checkbox"/>
5. Enclosed copies of transcripts of all relevant qualifications translated into English as well as in native language	<input type="checkbox"/>
6. Enclosed copies of TOEFL/IELTS/PTEA/Password	<input type="checkbox"/>
7. Enclosed proof of an adequate alternative insurance policy, if appropriate	<input type="checkbox"/>
8. Enclosed copies of visa, I-20 and current DSO information (transfer students)	<input type="checkbox"/>

APPLICATION CHECKLIST FOR ENGLISH PROGRAMS	
1. Completed the application form in full and checked for accuracy	<input type="checkbox"/>
2. Enclosed copy of passport for student (and spouse/dependents if applicable)	<input type="checkbox"/>
3. Enclosed copy of bank statement/Affidavit of Support or letter of sponsorship	<input type="checkbox"/>
4. Proof of high school/secondary school graduation (Academic English only)	<input type="checkbox"/>
5. Enclosed proof of an adequate alternative insurance policy, if appropriate	<input type="checkbox"/>
6. Enclosed copies of visa, I-20 and current DSO information (transfer students)	<input type="checkbox"/>

# INTO USF APPLICATION FORM 1 OF 3

Please complete relevant sections of this form in **BLOCK Capitals** and in **black ink**. Please print legibly.

Submit your application and required documents to: [INTOAdmissions@usf.edu](mailto:INTOAdmissions@usf.edu)

If you are working with an affiliated Education Counselor, please fill out the details below. Leave blank otherwise.

Company/Organization : \_\_\_\_\_ URN number: \_\_\_\_\_

## SECTION 1

### A: Student Details

Please enter all names exactly as they appear on your passport.

Title (Mr/Ms) \_\_\_\_\_  
 Last/Family name \_\_\_\_\_  
 First/Given names \_\_\_\_\_  
 Middle names \_\_\_\_\_  
 Gender  M  F \_\_\_\_\_  
 Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_ mm/dd/yyyy \_\_\_\_\_

### B: Visa and Immigration Information

Country of birth \_\_\_\_\_  
 Country of nationality/citizenship \_\_\_\_\_  
 U.S. residency status  Non-U.S. citizen or resident  U.S. citizen/resident alien \_\_\_\_\_  
 Do you have dual citizenship?  Yes  No \_\_\_\_\_  
 If yes, please list additional country of citizenship \_\_\_\_\_  
 Are you currently living or studying in the United States?  Yes  No \_\_\_\_\_  
 If you answered **YES**, please include a copy of your visa, I-20 and contact information of your DSO \_\_\_\_\_  
 Will any of your dependents (spouse/children) come to the U.S. with you?  
 Yes  No How many? \_\_\_\_\_  
 If yes, please include copies of their passports with your application.

### C. Student Permanent Address

This is the student permanent home country address, it is required for creating the I-20. This address **CANNOT** be the address of the education counselor.

Street \_\_\_\_\_  
 \_\_\_\_\_  
 City \_\_\_\_\_ State/Province \_\_\_\_\_  
 Country \_\_\_\_\_ Postal code \_\_\_\_\_  
 Telephone \_\_\_\_\_  
 Student's email \_\_\_\_\_

### D. Shipping Address

This is where the I-20 will be mailed.

Education counselor/contact name \_\_\_\_\_  
 Street \_\_\_\_\_  
 \_\_\_\_\_  
 City \_\_\_\_\_ State/Province \_\_\_\_\_  
 Country \_\_\_\_\_ Postal code \_\_\_\_\_  
 Telephone \_\_\_\_\_  
 Contact's email \_\_\_\_\_

## SECTION 2

### A. English Language Programs

Please select your intended program of study and a start date.  
 Do not select programs with conflicting dates.

#### Academic English (select all that apply)

September 2, 2014  January 12, 2015  May 11, 2015

#### General English (select all that apply)

August 25, 2014  September 22, 2014  October 20, 2014  
 November 17, 2014  January 5, 2015  February 2, 2015  
 March 2, 2015  March 30, 2015  May 11, 2015  
 June 8, 2015  July 6, 2015

#### College Year Abroad

Please specify total number of weeks  24  36

#### Select start date

August 25, 2014  September 22, 2014  October 20, 2014  
 November 17, 2014  January 5, 2015  February 2, 2015  
 March 2, 2015  March 30, 2015  May 11, 2015  
 June 8, 2015  July 6, 2015

#### Study Abroad with English

Please specify total number of sessions:  1  2  3

#### Select start date

Fall 2014  Spring 2015  Summer 2015

#### Teaching English as a Foreign Language (must apply for Academic English or 3 sessions of General English)

September 29, 2014  February 9, 2015  May 18, 2015

#### Summer Youth English Program (select all that apply)

June 28, 2015  July 19, 2015

### B. Special Programs

#### Experience USF (select all that apply)

June 21, 2015  July 12, 2015

#### Pathway Jump Start Workshop

July 26, 2015

# INTO USF APPLICATION FORM 2 OF 3

## SECTION 3

### Academic Programs

Select one academic pathway program and one start date

**A. Undergraduate Pathway Programs**

Fall: August 2014     Spring: January 2015     Summer: May 2015

Please select your intended program of study:

Business     Engineering     Science

Computing     General

**B. Graduate Pathway Programs**

Please select your intended program of study

**Arts and Sciences**

Fall: August 2014     Spring: January 2015

American Studies (1)     Library and Information Science (1)

Biology     Mathematics

Economics     Mass Communications (1)

Film Studies (1)     Microbiology

Geology     Physics

Humanities (1)     Political Science

Other \_\_\_\_\_     Statistic

**Business**

Fall: August 2014     Spring: January 2015

Entrepreneurship in Applied Technologies     Management

Finance     MBA (3)

Management Information Systems     Marketing

**Education**

Fall: August 2014     Spring: January 2015     Summer: May 2015

Adult Education     Instructional Technology (3)

Exercise Science     TESOL (3)

**Engineering**

Fall: August 2014     Spring: January 2015

Biomedical     Electrical

Chemical     Engineering Management (3)

Civil     Environmental

Computer Science     Industrial

Computer Engineering     Materials Science and Engineering

Mechanical

**Global Sustainability**

Fall: August 2014

Global Sustainability (1)

**The Arts**

Fall: August 2014     Spring: January 2015     Summer: May 2015

Architecture (1,4)     Music (2,4)     Urban and Community Design (4)

(1) This program offers a Fall start only  
 (2) This program offers Fall and Spring start dates only  
 (3) This program requires 2 years of work experience  
 (4) This program requires a portfolio or audition with application

## SECTION 4

### Student Education History

Please list all secondary and post-secondary schools, colleges or universities you have attended or will attend prior to entering the university. **You must provide a transcript from each post-secondary school, college or university you have attended, even if you did not complete a term.**

**A. Secondary Schools**

Most recent secondary school attended:

School name \_\_\_\_\_

Dates attended from \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

\_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

Graduation date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

List any other secondary schools you have attended (attach additional pages as necessary)

School name \_\_\_\_\_

Dates attended from \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

\_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

**B. Colleges and Universities**

Most recent post-secondary school attended:

College/University name \_\_\_\_\_

Dates attended from \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

\_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

Graduation date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

Degree earned \_\_\_\_\_

List any other post-secondary schools you have attended (attach additional pages as necessary)

College/University name \_\_\_\_\_

Dates attended from \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

\_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

College/University name \_\_\_\_\_

Dates attended from \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

\_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ mm/dd/yyyy

If you have more colleges, universities or post-secondary schools, please submit them in this format on a separate sheet of paper and include with your application.

**C. Gaps in Study**

Will it be more than 4 months between the time of filling out this application and the start of your program?  Yes  No

If yes, will you have attended a school, college or university in that time?

Yes  No

Is that school or university indicated on this application or a separate piece of paper?

Yes  No

By selecting this box you testify that you have included information on all of your academic studies and will not pursue further study prior to joining this university. Failure to provide this information can result in dismissal from the university.

# INTO USF APPLICATION FORM 3 OF 3

## SECTION 5

### Test Scores

Please indicate all test scores completed. Copies of test results may be used for evaluation, but official results must be received prior to registration.

#### A. English Language Test Scores (scores are valid for 2 years)

TOEFL  IELTS  Password  PTEA

I do not plan on taking an English language proficiency test.

#### B. Academic Test Scores (scores are valid for 5 years)

##### Undergraduate Students

SAT  ACT

##### Graduate Students

GMAT  GRE

## SECTION 6

### A. Housing

**Required for: Undergraduate Pathway and Academic English students with intention to progress to an Undergraduate Pathway program**

Undergraduate Pathway students and Academic English students intending to progress to an Undergraduate Pathway are required to live in on-campus housing during their first academic year.

The first-year housing requirement is based on your first term at USF and would extend through the end of that academic year.

Term Start	Required
Fall Start	Fall, Spring
Spring Start	Spring
Summer Start	Summer, Fall, Spring

If no selection is made, you will be placed in Premium suite style if you are an undergraduate student.

Please select one option:

- Apartments style
- Premium suite style
- Suite style (closed in summer)

**To be filled out by: Graduate Pathway, Academic English without intention to progress to Undergraduate Pathway, and General English students**

If you do not select a housing option, we will not select one for you.

Housing preference (based on availability)

- Apartment style
- Premium suite style
- Suite style (closed in summer)
- I do not require any accommodations

How long would you like housing:

Semesters 1  2

For General English: How many 4-week sessions? \_\_\_\_\_

### B. Student Services

#### Meal Plan Memberships

Please note that your housing selection will include a meal plan. See page 75 for details.

If you are not living in on-campus housing, you will have the option to purchase a meal plan when you arrive.

#### Airport Pick-up

Transportation from Tampa International Airport will be provided complimentary to all students admitted into an INTO USF program. Students will be provided with detailed instructions on submitting arrival details at the time of admission.

#### Medical Insurance

The full cost of an INTO USF Student Health Insurance Plan will be added to the invoice unless proof of adequate alternative coverage, as approved by the Student Health Services, is attached. For further details visit: [www.intohigher.com/usf](http://www.intohigher.com/usf)

## SECTION 7

### Declarations: Required of all students

#### Disciplinary Action

Are you currently, or have you ever been, charged with or subject to disciplinary action for scholastic (such as plagiarism or cheating) or any other type of behavioral misconduct at any educational institution? You do not need to disclose academic dismissal, suspension or probation for poor grades.

Yes  No

#### Criminal Conviction

Have you ever been charged with a violation of the law, misdemeanor and/or felony (even if adjudication was withheld) that resulted in, or, if still pending could result in, probation, community service, restitution, a jail sentence or the revocation or suspension of your driver's license (you are not required to include traffic violations that only resulted in a fine)?

Yes  No

If your answer to any of the preceding is YES, details of any offenses should be included on a separate sheet. If your records have been expunged pursuant to applicable law, you are not required to answer YES to these questions. If you are unsure whether to answer "yes," we strongly suggest that you answer YES and fully disclose all incidents. By doing so, you can avoid any risk of disciplinary action or revocation of your offer of admission.

#### Terms and Conditions

By selecting this box I state that I have read and understood this brochure and agree to abide by the Terms and Conditions on pages 87 and 88.

#### Payment of Fees

By selecting this box I agree to pay all tuition and accommodation fees incurred by the student as they become due.

#### Authorization for Release of Information

By selecting this box, I agree that USF and INTO University of South Florida (to the extent it may be covered by FERPA) may release my student record as necessary to facilitate admissions, enrollment and continued progress through any academic program at USF or INTO USF. This authorization specifically permits the sharing of information between USF and INTO USF, or to any other entity directly responsible for my recruitment or continued participation in the INTO USF program.

#### Students 18 or older

SIGNED \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ mm/dd/yyyy

(Student)

Student's name \_\_\_\_\_

(Please print)

#### Students under 18

All students under the age of 18 must have all applications and contracts signed by a parent/guardian or sponsor.

SIGNED \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ mm/dd/yyyy

(Parent/Guardian/Sponsor – if student is under 18)

Parent/Guardian/Sponsor name \_\_\_\_\_

(Please print)

# AFFIDAVIT OF SUPPORT



I, \_\_\_\_\_ hereby certify that I am willing  
 (Print name of family member/personal sponsor)

and able to provide the amount of \$ \_\_\_\_\_ in U.S. dollars to meet the expenses incurred  
 by \_\_\_\_\_  
 (Print student's full name)

during the length of the student's study to which their application pertains.

My relationship to the student is that of: \_\_\_\_\_. I have authorized the release of my supporting financial documents to verify that the promised financial resources are available to me. I affirm that I know and understand the contents of this affidavit signed by me and that the statements are true and correct.

**REQUIRED:**

Signature of family member/personal sponsor: \_\_\_\_\_ Date: \_\_\_\_\_

This person appeared before me on: \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year

Signature of Witnessing Official: \_\_\_\_\_

**Declaration of Finances**

U.S. immigration law requires the University to verify that any student seeking an F-1 Visa has sufficient funds to finance their studies for the duration of their program.

If it is determined that you are admissible to INTO University of South Florida, we will provide you with an I-20 (F-1) certificate of eligibility document only after you submit satisfactory evidence that you have adequate funds for your proposed program of study. Acceptable financial documents must not have been issued more than six (6) months before the date you intend to enroll at INTO University of South Florida and must accompany this form.

**Additional Support Needed for Dependents**

If you have a spouse or children that will accompany you to the United States, you must include a minimum of an additional \$5,000 per year for your spouse and \$5,000 per year for each additional dependent. Please note that this estimate for dependents is the minimum amount you must show. If purchasing insurance in the U.S. for dependents, actual costs for your dependents will likely increase.

**CERTIFICATION OF FINANCIAL SUPPORT**

**Example Sources of Funding and Required Documentation**  
 All amounts must be in United States currency or show applicable conversion rate.

SOURCE OF FUNDING	REQUIRED DOCUMENTATION
Personal bank statement (checking/savings)	Certified bank letter/bank statement
Parent(s)/sponsor(s)	Affidavit of Support (attached) <b>and</b> certified bank letter/bank statement
Government agency (home country)	Letter of award
Graduate assistantship/fellowship	Letter of award (copy)

**ESTIMATED COSTS OF ATTENDANCE FOR THE 2014-15 ACADEMIC YEAR - MINIMUMS NEEDED FOR IMMIGRATION (I-20 PURPOSES)**

COST DESCRIPTION	GENERAL ENGLISH (4 WEEKS)	ACADEMIC ENGLISH (9 MONTHS)	UNDERGRADUATE PATHWAYS (9 MONTHS)	GRADUATE PATHWAYS (9 MONTHS)
Tuition and Fees	\$1,800	\$12,700	\$23,300	\$27,100
Housing and Meals	\$1,650	\$9,600	\$9,600	\$9,600
Books	\$150	\$500	\$1,000	\$1,000
Health Insurance	\$165	\$1,980	\$1,980	\$1,980
Other	\$500	\$4,100	\$4,100	\$4,100
<b>Total</b>	<b>\$4,265</b>	<b>\$28,385</b>	<b>\$39,980</b>	<b>\$43,780</b>