International Student Admissions Requirements

In addition to completing the International Student Application, each applicant must submit all of the following documents by the posted deadlines. Please keep copies of all documents submitted for your records!

Application Deadlines

<table>
<thead>
<tr>
<th>Term</th>
<th>Initial Students</th>
<th>Current F-1 Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall (August)</td>
<td>June 1</td>
<td>July 1</td>
</tr>
<tr>
<td>Spring (January)</td>
<td>October 1</td>
<td>November 1</td>
</tr>
<tr>
<td>Summer (May)</td>
<td>March 1</td>
<td>April 1</td>
</tr>
</tbody>
</table>

Application Fee

All applicants must pay a $50.00 one-time, non-refundable international application fee. This may be paid by cashier’s check/bank check or international money order only and made payable to “Hillsborough Community College.” DO NOT SEND CASH.

Evidence of Financial Resources

1. The Affidavit of Financial Support (page 6 of the application packet) must be completed by your financial sponsor. A notary or official seal is required on the document to be accepted for admissions. The original document must be submitted; faxes, copies or scans will not be accepted. It should be dated within 6 months of the starting term.
2. A bank statement from your sponsor must be included with the application packet. The statement must be in English, on official bank letterhead and show a minimum of $19,793.64 in U.S. dollars. It should be dated within 6 months of your starting term and must be the original document. No faxes, copies or scans will be accepted.

Proof of Graduation from a Secondary School/High School

1. Applicants who graduate from a high school outside the U.S. must submit a document-by-document evaluation of their high school transcript or credentials by an approved evaluation agency and a certified English translation (if not in English). A list of accepted agencies may be found on www.naces.org. Students must submit their transcripts if the agency does not include them in the evaluation report. Foreign transcripts without an evaluation will not be accepted.
2. Applicants who graduate from a U.S. high school must submit final, official transcripts in a sealed envelope.

Transcripts from Colleges or Universities Attended

1. Applicants who have completed academic coursework at a university or college outside the U.S. need to submit a course-by-course evaluation of ALL post-secondary transcripts or credentials by an approved evaluation agency. You may find a list of accepted evaluation agencies at www.naces.org. Students must also submit original transcripts along with their evaluation if the agency does not include them as part of the evaluation report.
2. Applicants with completed academic credit coursework at a U.S. college or university must submit official transcripts with their application. An official transcript will contain final grades for all classes and must be submitted in a sealed envelope.

Proof of English Proficiency

Applicants must provide proof of English proficiency for admissions purposes. The following items may be used:

1. A TOEFL score that meets our minimum requirements: paper-based 500, computer-based 173 or internet-based 61. Applicants should provide the original test results document.
2. An IELTS overall band score of 5.5 or better. Applicants should provide the original test results document.
3. Proof of successful completion of the highest level of an accredited English language program including INTO USF (level 5) and ELS (level 109).
4. Official transcript proving successful completion of ENC 1101 at a regionally accredited post-secondary institution.

Additional Requirements for F-1 Students Transferring from a U.S. Institution:

1. A copy of page 1 and 3 of the most current I-20.
2. A copy of the passport’s bio page (the passport must be valid at least six months into the future).
3. A copy of your F-1 visa, and a copy of the I-94 card, front and back.
4. Transfer Clearance Form, completed by your current school’s International Student Advisor.
Submit Application to:
Hillsborough Community College
Center for International Education
4001 W. Tampa Bay Blvd.
Tampa, FL 33614-7810 USA

Need to contact us?
Phone: 1 (813) 253-7009
Fax: 1 (813) 253-7070
Email: international@hccfl.edu
www.hccfl.edu/international
Find us on Facebook!
www.facebook.com/HCCFLinternational

Application Check List:
☐ International Student Application form completed and signed by the applicant.
☐ $50.00 non-refundable application fee attached (cashier’s check or money order only)
☐ Bank Statement enclosed, original and on official bank letterhead
☐ Affidavit of Support completed by sponsor and notarized or sealed as official.
☐ Proof of English proficiency (e.g., TOEFL or IELTS meeting minimum scores) attached.
☐ Evaluation of official high school and post-secondary transcripts or credentials by an approved NACES agency attached.
☐ If applicable, transcripts from U.S. post-secondary institutions—must be official and provided in a sealed envelope.
☐ Copy of passport. Transfer students should also send copies of their I-94 card, current I-20 and F-1 visa.

1

Personal Information

☐ New Student
☐ Transfer Student

Starting term:
☐ Fall
☐ Summer
☐ Spring
Year______

Choose your main campus:
☐ Dale Mabry
☐ Ybor City
☐ Brandon
☐ Plant City
☐ South Shore

Where do you plan to live while studying at HCC?
☐ Off-campus Housing
☐ Hawk’s Landing (student housing available at Dale Mabry Campus only)

Write name as it appears on passport. Please Print or Type.

Family Last Name:

Given Name:

Middle Name(s):

U.S. or Current Mailing Address:–Street and Number:

Apt. Number:

City:

State/Province:

Zip or Postal Code:

Country of Current Residence:

Date of Birth:

Month__________________________Day________Year________

Home Telephone Number:

Mobile Phone Number:

Email Address:

Ethnicity: (Optional)
☐ White
☐ Black or African American
☐ Asian
☐ Hispanic
☐ Native Hawaiian or other Pacific Islander
☐ American Indian
☐ Other________

Driver’s License # and Issuing State:

Social Security #, if applicable:

Marital Status:
☐ Single
☐ Married

Out of Country Address (Required):

Address Line 1:______________________________________________________________

Address Line 2:______________________________________________________________

City, Province, Postal Code:_________________________________________________

Country:_____________________________________________________________________

Gender:
☐ Male
☐ Female

2

Immigration Information

Passport Number:

Expiration Date: Mo / Day / Year

Country that issued passport:

Country of Birth:

If currently in the U.S., what is your visa status?
☐ F-1
☐ F-2
☐ B-1
☐ B-2
☐ None
☐ Other:________

Visa Expiration Date: Mo / Day / Year

If transferring, I-20 status:
☐ Valid
☐ Terminated

If you have an I-20, name of issuing school: ______________________________________

FOR OFFICE USE ONLY

Entry Term: Hawk ID#: Date: CIE Employee: Check Received: YES / NO
If you will bring your spouse and/or children with you as F-2 dependents, please complete the following:

<table>
<thead>
<tr>
<th>Name</th>
<th>Birthday</th>
<th>Country of Birth</th>
<th>Country of Citizenship</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

### Emergency Contacts

**Family member or friend in the U.S. to contact in case of an emergency:**

Name: 
Address: 
City, State, Zip: 
Daytime Phone: 
Evening Phone: 
Relationship to Student: 

**Family member or friend outside the U.S. to contact in case of an emergency:**

Name: 
Address: 
City, State/Province, Postal Code, Country: 
Daytime Phone (include country code): 
Evening Phone (include country code): 
Relationship to Student: 

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Note: Health insurance is mandatory for all F-1 students for the duration of your studies at HCC. (Visit [www.hccfl.edu/international](http://www.hccfl.edu/international) to learn about our requirements.)

Do you currently have health insurance?  
- Yes, provide information below 
- No, skip to section 4

### Insurance Information

<table>
<thead>
<tr>
<th>Insurance Provider:</th>
<th>Policy #:</th>
<th>Expiration Date:</th>
<th>U.S. Telephone Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Insurance Company Address:</th>
<th>City:</th>
<th>State:</th>
<th>Zip:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Academic Information

Complete Academic Background Information (required):

<table>
<thead>
<tr>
<th>List Name of School:</th>
<th>City</th>
<th>State/Province</th>
<th>Country</th>
<th>Dates of Attendance Month/Year to Month/Year</th>
<th>Graduated?</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University/College/Technical School:</td>
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<td>University/College/Technical School:</td>
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<tr>
<td>University/College/Technical School:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you have a GED, please enter your information here:

State Issuing GED: 
Date Issued: 

**NOTE: You must include your original test results, transcripts or certificate of completion.**

Proof of English proficiency for admission purposes/Academic Testing Scores:

Check one:  
- TOEFL  
- IELTS

<table>
<thead>
<tr>
<th>Score:</th>
<th>Type (TOEFL ONLY):</th>
<th>SAT/ACT Scores</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Paper</td>
<td>Computer</td>
</tr>
</tbody>
</table>

Name of English Language School: 
City/State: 
Highest Level Completed: 

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Page 3
Which best describes you? Check one.

- [ ] First Time at Post-Secondary Institution (college/university)
- [ ] Previously Attended Post-Secondary Institution (college/university)
- [ ] English Language Program/School
- [ ] Former HCC student
- [ ] Prior Degree (A.A./B.A.)

What program would you like to study? Choose one.

Note: Students with a prior A.A. or B.A. degree may only choose an A.S. or A.A.S. degree program.

### Associate in Arts (AA) Programs:
- Agriculture
- Allied Health
- Architecture
- Art
- Building Construction
- Business Administration
- Computer Information Systems
- Computer Science (Engineering)
- Dance
- Dramatic Arts
- Education and Teacher Preparation
- Engineering
- Graphic Design
- Hospitality Administration Management
- Liberal Arts
- Mass Communications
- Medical Science
- Music
- Pharmacy
- Veterinary

### Associate in Science (AS) Programs:
- Architectural Design and Construction Technology
- Business Administration
- Office Administration
- Early Childhood Management
- Environmental Science Technology
- Aquaculture
- Counseling and Human Services
- Dental Hygiene
- Diagnostic Medical Sonography Technology
- Emergency Medical Services
- Nursing R.N.
- Radiation Therapy
- Radiography
- Sign Language
- Culinary Management
- Dietetic Technician
- Hospitality and Tourism Management
- Computer Engineering Technology
- Computer Information Administrator
- Computer Programming
- Database Technology
- Information Technology Security
- Internet Services Technology
- Network Administrator
- Biotechnology
- Electronics Engineering Technology
- Engineering Technology
- Digital Media/Multimedia Technology
- Digital Television and Media Production
- Criminal Justice Technology
- Fire Science Technology
- Paralegal/Legal Assisting
- Veterinary Technology

### Associate in Applied Science (AAS) Programs:
- Architectural Design and Construction Technology
- Construction Management Technology
- Business Administration
- Accounting Technology
- Industrial Management Technology
- Office Administration
- Early Childhood Management
- Advanced Water Treatment
- Environmental Science Technology
- Aquaculture
- Counseling and Human Services
- Diagnostic Medical Sonography Technology
- Emergency Medical Services
- Nuclear Medicine Technology
- Optical Management Technology
- Opticianry
- Respiratory Care
- Sign Language
- Culinary Management
- Restaurant Management
- Computer Engineering Technology
- Computer Information Administrator
- Computer Programming
- Database Technology
- Information Technology Security
- Internet Services Technology
- Network Administrator
- Biotechnology
- Electronics Engineering Technology
- Engineering Technology
- Digital Media/Multimedia Technology
- Digital Television and Media Production
- Criminal Justice Technology
- Fire Science Technology
- Paralegal/Legal Assisting

Confused about whether to choose an A.A., A.S. or A.A.S. degree?

#### A.A. degrees are usually chosen by students who plan to transfer to a 4-year university and eventually earn a B.A. It transfers to most universities.

#### A.S. degrees are only transferrable to 4-year universities that have special agreements with HCC. Students who choose to enter the workforce may also choose this degree.

#### A.A.S. degrees may have fewer degree requirements, but are not transferrable to any university. These are ideal for those interested in entering the workforce after graduation.

How did you hear about us?

- [ ] Website/Internet
- [ ] Magazine, Catalogue or Brochure
- [ ] Event or College Fair
- [ ] Recruitment Agent
- [ ] Family/Friend or Other Source

Please Specify Source: [insert source here]
Financial Responsibility Agreement:

Hillsborough Community College requires that F-1 international students must certify and declare that they have sufficient funds to cover the cost of tuition, books, room and board, personal expenses, health insurance and living costs for at least one academic year. For the 2012-2013 academic year, a single student will need at least $19,793.64 (subject to change) per year to cover academic and living expenses. This statement must be on file before admission will be considered. In addition to declaring funds, you must attach an original bank statement as proof of funds and submit a complete the Affidavit of Financial Support on the following page. It may be necessary to provide additional documentation to prove your financial support.

Current Estimates for 2012-2013 Academic Year Are Outlined Below:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition &amp; Fees –24 credits @ $379.61</td>
<td>$ 9,110.64</td>
</tr>
<tr>
<td>Books and Supplies</td>
<td>$ 1,168.00</td>
</tr>
<tr>
<td>Housing and Meals</td>
<td>$ 6,300.00</td>
</tr>
<tr>
<td>Transportation</td>
<td>$ 675.00</td>
</tr>
<tr>
<td>Insurance</td>
<td>$ 640.00</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>$ 1,900.00</td>
</tr>
<tr>
<td>SUB TOTAL</td>
<td>$ 19,793.64</td>
</tr>
</tbody>
</table>

Note: $5,000 should be added for each F-2 dependent.

I, (Student’s Name) ________________________________, affirm that:

1) I have sufficient funds to cover all academic and living expenses in the amount of $19,793.64 as required for one year of study at HCC.
2) I understand that if I plan to bring a spouse and/or children I must certify and provide documentation for an additional amount of $5,000 per F-2 dependent /per year and will notify HCC of my intent to do so.
3) I understand that I am required to pay all tuition and fees by the designated payment deadline each term; otherwise, I will not be able to start my classes.
4) I am responsible to pay a non-refundable $50 application fee in order to be considered for admissions.
5) I must provide proof of health insurance for one year prior to beginning classes and must keep my insurance valid for the duration of my studies.
6) I understand that I must provide an original bank statement and the original, notarized Affidavit of Financial Support as proof of financial support.

Please provide the source of your funding:

□ Self  □ Sponsor: __________________________ Relationship: __________________________

Sponsor’s Address: ________________________________________________________________

Amount of funds available per year, in dollars: ________________ (must be a minimum of $19,793.64)

I hereby certify that the information I have provided is complete and accurate:

Applicant’s Signature: __________________________ Date: __________________________
Affidavit of Financial Support:

The following information must be completed by the student’s sponsor, signed by the sponsor and notarized or sealed as official. If the student will be providing their own funding, then the student should complete this form. This form must be submitted in the original and must be notarized in order for the student’s application to be considered for admissions. The student may attach a separate sponsor letter or notary document to this application, if necessary. Please retain a copy of this document for your records.

To be completed by the sponsor:

Please indicate your relationship to the student: □ Parent □ Sibling □ Other: _________________________

I hereby certify that I, ______________________________, will assume full responsibility for all expenses, including, but not limited to, tuition, fees, books, room and board, health insurance, and any other related expenses of ______________________________ for the duration of his/her academic studies at Hillsborough Community College.

Signature of Sponsor: ______________________________ Date: __________________

Seal of Notarizing Official Below:
Please Read, Sign and Date:

As an international student attending Hillsborough Community College (HCC) on an F-1 visa, I understand that I will be classified as a NON-Florida resident for tuition purposes. I also understand that I am not eligible for need-based financial aid.

I understand that this application is for admission to Hillsborough Community College and is for the term indicated on this application. I also understand and agree that I will be bound by the College’s regulations concerning application deadline dates and admissions requirements. I further agree to the release of any transcript, student record or test scores to HCC (including any SAT-I, SAT-II and ACT score reports) that HCC may request.

I certify that all the information given in this application is complete and accurate, and I understand that to make false or fraudulent statements within this application or residency statement may result in disciplinary action, denial of admission, invalidation of credits or degrees earned, and/or dismissal from HCC. I understand, with my signature, that while attending Hillsborough Community College, I agree to uphold all federal and state laws, county and municipality ordinances, and rules, regulations, policies and procedures of Hillsborough Community College. I also certify that I have answered all questions on this application accurately and that all documentation provided is accurate.

In accordance with §1001.64(8)(a).F.S., Hillsborough Community College may consider the past actions of any person applying for admission or enrollment to HCC and may deny admission or enrollment to any applicant because of misconduct if determined to be in the best interest of the College. Hillsborough Community College reserves the right to refuse admission or re-enrollment or to place conditions on admission or re-enrollment of applicants and students who HCC determines would be disruptive to the orderly process of the College’s programs, would interfere with the rights and privileges of other students or employees, and/or would represent a safety risk to HCC students, employees or property. Applicants/students have the right to appeal any decision to the campus Dean of Student Services within seven (7) calendar days of the date the notice was received.

Applicant’s Printed Name ___________________________ Applicant’s Signature (required) ___________________________ Date __________________

Required for applicants under the age of 18:

Parent’s Printed Name ___________________________ Parent’s Signature ___________________________ Date __________________

Hillsborough Community College is an equal access/equal opportunity employer that makes employment and education-related decisions without regard to race, color, gender, religion, national origin, age, disability, sexual orientation, marital status or any other bias that is or may be prohibited by state or federal laws. The Equity Office values and responds to equity-related complaints in a very confidential and timely manner. Employees and students who believe they have been a victim of discrimination or sexual harassment should contact Dr. Joan B. Holmes, Special Assistant to the President for Equity and Special Programs, telephone 813.253.7043, email jholmes16@hccfl.edu.