



COLBY

COMMUNITY COLLEGE

INTERNATIONAL STUDENT SERVICES

Prospective Student:

Thank you for your interest in Colby Community College! We look forward to assisting you in your academic careers. For questions or concerns, please do not hesitate to contact a Designated School Official (DSO) in the Admissions Office.

To be considered for acceptance to Colby Community College, please complete the following checklist. These forms can be found on our website:

<http://www.colbycc.edu/admissions/internationals/index.html>

English translation is ***required*** for all forms.

You can scan and email the forms to:

international@colbycc.edu

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International Student Admission Checklist

Email completed forms directly to the DSO at international@colbycc.edu:

(Please use the links to find the forms)

- ★ Copy of Student's Passport
- ★ Academic Records
 - Submit a copy of official secondary school records. *This must show a graduation date and grade point average.* English translation is **required**. If the student needs assistance with finding an English translation service, please contact the DSO.
 - If the student is transferring college credits from a US Institution, an official transcript from the respective college should be sent to the Registrar's Office.
- ★ Copy of Placement Test Scores (SAT, ACT, ACCUPLACER), if a test was taken by the student.
- ★ Provide proof of English proficiency.
 - *Students from countries with English as their primary language are not required to provide proof of English proficiency.
 - [DuoLingo English Test](#)
 - Minimum score 75
 - TOEFL (school code: 6129)
 - Internet Based: minimum score 44
 - Computer Based: minimum score 130
 - Paper Based: minimum score 447
 - IELTS
 - Minimum score 5

PLEASE NOTE: CCC does not have an intensive English language program. All students must take a placement exam to determine which class level they will be placed in, unless ACT or SAT scores have been submitted.

★ Complete and Return all Medical Forms

○ [Medical History Form](#)

○ Immunization Record

*If the student cannot get a copy of his/her immunization record, the student will have to get a series of shots upon arrival to campus, which comes at an added cost. ○

[Meningococcal Form](#)

- The opportunity to receive the shot upon arrival to campus is available at an additional cost.

○ [TB Questionnaire](#)

*TB Screening—If you answer yes to any of the questions on the TB Questionnaire, you are required to have a TB skin test done *in the United States*. **This test can be done at the local health department or at the student health office on campus (approximately \$5). If you answer yes to the BCG Vaccine question, you must have the Quantiferon Gold blood test done (approximately \$75) or the TB skin test could result in a false positive. If the Quantiferon Gold blood test comes back positive, student must get a chest x-ray at the student's expense. Failure to comply with this policy will result in termination of I-20 and loss of F-1 status.**

★ Complete and Return all Sponsor Documents

○ [Sponsor's Agreement](#)

- The sponsor is responsible for any remaining balance at the end of each semester. CCC policy states the current semester's bill **must** be paid in full prior to enrolling in classes for the next semester.
- A sponsor is someone financially prepared to support the student with payments over the stay of two years at CCC.
- International students are not permitted to work off-campus.
- The student must be aware that CCC **cannot guarantee** a job on campus.

- Copy of Sponsor's ID

- Sponsor's Financial Documentation
 - The sponsor must provide proof of funds to pay for college costs and living expenses. Students should be prepared to finance their stay in the US without help from the college.
 - Financial Documentation is a bank statement that is from the previous 3 months showing support of \$14,000 US Dollars.

★ Housing

- Notify PDSO/DSO of housing plans.
- If living on campus, complete and return the following forms:
 - [housing contract](#)
 - [housing questionnaire](#).
- A \$175 deposit is required to secure a room. *(See Payment Options Below)*
- More information on housing can be found here:
<http://www.colbycc.edu/admissions/tuition-fees/index.html>

★ Insurance

- Send a copy of the insurance card to DSO/PDSO.
- Below is a link to the insurance recommended by CCC. The Budget Plan covers all of the necessary requirements.
<https://www.internationalstudentinsurance.com/student-health-insurance/>

★ Deposit/Application Fee

- Pay \$1500 deposit prior to being issued I-20 *(See Payment Options Below)*
 - \$150 non-refundable application fee.
 - The remaining balance of \$1350 will be split and applied to your Fall and Spring bills once you are enrolled in classes.
 - If you are unable to attend, you MUST notify the P/DSO PRIOR to your session start date to request a deposit refund.

Additional Information

Payment Options

- Flywire
 - Colby Community College has partnered with Flywire to streamline the fee payment process for our international students and payers. Flywire offers multiple payment options, excellent foreign exchange rates and allows you to pay from almost any country. They will ensure that your payment arrives safely and accurately.
 - To make your payment, visit colbycc.flywire.com
 - If you require any help with your payment, visit www.flywire.com/help

Acceptance Procedures

Once the checklist is completed and the fee has been paid, an acceptance letter and I-20 (Certificate of Eligibility) will be sent to the student. **Please provide your *physical* mailing address to the DSO. DHL cannot not deliver to P.O. Boxes, only physical addresses.**

SEVIS Fee

The student must pay the \$350 SEVIS fee, after receiving the I-20, and take the receipt to show proof of I-901 Payment at the visa interview. *Please note that this fee is not included in the application deposit required by CCC.*

Please watch the video on how to pay the fee at the following website:

<http://www.ice.gov/sevis/i901>

The I-901 SEVIS Fee is mandated by Congress to support the program office and the automated system that keeps track of students and exchange visitors and ensures that they maintain their status while in the United States. Each student or exchange visitor issued an initial Form I-20 or DS-2019 on or after September 1, 2004, is responsible for paying this fee to SEVP.

A narrated video tutorial, available on Study in the States, walks students and exchange visitors through the steps of paying the I-901 SEVIS fee by payment in U.S. dollars by credit card on fmjfee.com, or by check, money order or

bank draft. The tutorial also provides stakeholders with important information regarding their application status, and the ability to print their I-901 SEVIS fee payment receipt.

Passports and Visas

To study in the US, you must obtain a passport from your government and a visa from the US Embassy. Students coming to the US should apply for an F-1 visa, which is an academic visa granted only upon presentation of an I-20.

Students from Canada only need to take the important documents to the port of entry, they do not need to set up an interview with the Embassy.

Documents Needed for Visa Interview

- Valid Passport
- I-20
- Evidence of acceptance to CCC (acceptance letter)
- Evidence of finances (bank statement/financial documentation)
- I-901 (SEVIS) fee receipt
- Other documentation required by the student's embassy/consulate – check their website.

Documents Needed for Entry into the United States

- Valid Passport
- I-20
- F-1 Visa

Travel to Colby

Colby Community College is located in the northwest corner of Kansas. We are approximately 50 miles from both the Colorado and Nebraska borders. Denver, Colorado is 235 miles west of Colby and is the nearest metropolitan city. Many students take a flight to Denver International Airport. The college schedules bus trips to and from Denver at the beginning and end of each semester. **Please coordinate flights with the bus pickup schedule, or it will be your responsibility for travel plans to Colby.**

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