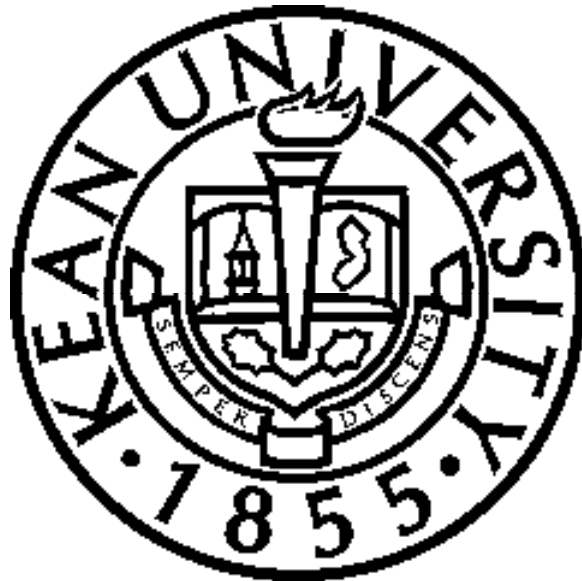


Kean University

International Student Supplement For Spring and Fall Semesters 2010



This supplement has been prepared to assist you in the application process as an International Student. Please read this booklet carefully. We welcome your application and wish you success in the admissions process.

<i>Deadlines for Freshman & Second Degree Admission</i>	<i>Deadlines for Transfer Admission</i>	<i>Deadlines for Graduate Admission</i>
Spring Semester: Dec 1 Fall Semester: May 31	Spring Semester: Nov 19 Fall Semester: July 14	Spring Semester: Nov 1 Fall Semester: May 1

Guide to Kean University Admission for International Students

As an international student interested in applying to Kean University, you must be aware of the admission processes:

- You need to apply for admission either online or by mail.
- You must submit your **academic credentials** to the appropriate admissions office where you wish to apply.
- At the same time, you need to provide all **immigration documents**.
 - Freshman and second degree applicants must submit the international supplement to the **Office of Undergraduate Admission**.
 - **Transfer and graduate** applicants must submit the international supplement to the International Student Services office.

Step 1: Application Process

Apply online! For more information, please visit:

Freshmen & Second Degree Admission: http://www.kean.edu/kean_admissions/home.asp

Transfer Admission: <http://www.kean.edu/~cas/>

Graduate Admission: http://www.kean.edu/~keangrad/apply/grad_apponline.htm

Step 2: Submit Immigration Documents

As an F-1 applicant, you must submit all of the financial documents before an I-20 will be issued. A complete packet should include the following:

1. Notarized Affidavit of Support
2. Declaration of Current Student Status Form
3. Original sponsor's bank statement in U.S. dollars. See *Certificate of Finance* for more information
4. Photocopy of passport (photo and biological information)

The following documents must also be submitted **if applicable:**

- Photocopy of most recent US visa
- Photocopy of I-94 (front & back)
- Request for F-1 Status Transfer Information (if transferring from another U.S. school)
- Photocopy of all previous I-20 forms
- Photocopy of all previous 2019 forms

Freshman and Second Degree applicants must send the immigration documents to:

*Office of Undergraduate Admissions, Kean University
1000 Morris Ave., Union, NJ 07083-0411*

Transfer and Graduate applicants must send the immigration documents to:

*International Student Services, Kean University
1000 Morris Ave, CAS 121, Union, NJ 07083-0411*

Step 3: Receive Admission Decision

International students who are offered admission to Kean University are required to remit the tuition deposit in the amount of \$1,000.00 (USD) in the form of a certified check (bank draft not acceptable) money order, or personal check (drawn on U.S. banks only); you can make the payments at Student Accounting located at the Administration Bldg Third floor. Another payment option can be made by the Tuition Management Systems (TMS). You can access TMS website directly at www.afford.com or call 1(800) 722-4867. This deposit is credited towards the first semester's tuition and does not apply to the housing application fee. The I-20 form will only be processed once the payment has been made.

In the event of a student's inability to secure an F-1 visa, \$100.00 of the tuition deposit is nonrefundable. The request for the deposit refund must be submitted in writing and can only be made by the applicant. The applicant may designate another person to receive the refund. No exceptions to this refund policy will be considered.

Step 4: SEVIS fee and F-1 visa applications for students abroad or changing status in the U.S.

New applicants or applicants reapplying for F-1 student status need to pay for the SEVIS I-901 fee. The SEVIS fees by credit card payments can be made at www.fmjfee.com. For more information, please visit www.fmjfee.com or contact 1 (314) 418 8833 (United States Country Code 011).

Once the SEVIS fee payment has been made, you may now proceed to the U.S. embassy and apply for an F-1 visa to travel to the United States.

Step 5: Register for classes and Attend Orientations

Once you come to campus, you need to stop by the International Student Services office located in C.A.S room 121 to remove the student hold that has been placed on your account. Students will receive an invitation from their respective Admissions Office regarding the time and date as to when and where you can register for classes. Registrations may be done online using your KeanWise username and password.

It is mandatory for international students to attend the **international student orientation** before their first semester in Kean University. The Office of the International Student Services will mail an invitation along with the orientation package. Freshmen, Transfer, and Second degree students will receive information from the Center for Academic Success regarding the **new student orientation**, which you are required to attend as well.

ADDITIONAL INFORMATION

1. Certificate of Finance

Sponsors must submit official documentation as evidence of ability to support the international applicant. The required documentation includes bank statements, proof of employment and official verification of annual salary. These must be official copies, photocopies are not acceptable. Real Estate property value statements should not be submitted as they cannot be utilized as evidence in support of ability to finance.

All documents submitted must support your ability or the sponsor's ability to pay tuition and fees. Please refer to the website for the tuition and fees for the current year. All statements must reflect United States currency conversions. Statements not reflecting United States currency conversions will be returned. Statements should also be no older than six months.

2. Your admission to Kean University does not guarantee on-campus housing. Upon admission all applicants will receive a housing application. Applicants who require on-campus housing must return the housing application and the \$100 housing application fee directly to the Office of Residence Life. The housing application fee must be in the form of a check or money order in United States currency and cannot be combined with the \$1000 tuition deposit. For more information about on-campus housing, please visit <http://www.kean.edu/~reslife/> or call 908-737-6800.

3. Freshman International Students are required to take an ACCUPLACER Computerized placement test upon their arrival at Kean and prior to registration. This test is designed to provide your academic advisor with information about your skills in the English language and mathematics. The result of this test will be used to advise you in the selection of coursework. The Center for Academic Success "General Education Program" will send you information regarding testing dates.

AFFIDAVIT OF SUPPORT

This form and all supporting financial documents must be submitted along with the admissions application. All documents must be translated in English and currencies stated in U.S. dollars. **Affidavit of Support must be notarized.**

STUDENT'S NAME

Last Name	First Name	Middle Name
I am applying as a:	<input type="checkbox"/> Freshman	<input type="checkbox"/> Transfer
	<input type="checkbox"/> Second degree	<input type="checkbox"/> Graduate
	<input type="checkbox"/> Other	
Semester:	<input type="checkbox"/> Spring 2010	<input type="checkbox"/> Fall 2010

SPONSOR'S INFORMATION

Name:	Relationship to student:
Address:	
Phone:	Country of Citizenship:
Occupation of Sponsor:	Annual Income (U.S. dollars):
Indicate which you will be providing: (✓ Check all that apply)	
<input type="checkbox"/> Room and Board (on-campus)	<input type="checkbox"/> Room and Board (off-campus)
<input type="checkbox"/> Personal Expenses	<input type="checkbox"/> Tuition and Fees
	<input type="checkbox"/> Funds for dependents (please provide details)

The following persons are dependent upon me (**sponsor**) for support:

Please place an "X" in the appropriate column to indicate whether the person named is wholly or partially dependent upon you for support. If this does not apply, write N/A.

Name	Wholly Dependent	Partially Dependent	Age	Relationship

ANNUAL ESTIMATED COSTS FOR SPRING AND FALL 2010

The expenses listed below are averages experienced by most students. The amounts are subject to change and are approved annually by the Kean University Board of Trustees.

<u>Estimated Expense</u>	<u>Undergraduate</u>	<u>Graduate</u>
Tuition and Fees	14,081	16,802
Room and Board	12,264	12,237
Living Expenses	3,474	3,474
Total	\$29,819	\$32,513

SPONSOR'S STATEMENT

AFFIDAVIT OF SUPPORT MUST BE NOTARIZED

I hereby certify that the above information is accurate and that I am aware of the full cost of education at Kean University, as indicated above. I am willing and able to provide for the applicant's full tuition and fees, as well as room and board for the amount of

\$ _____

For the applicant: _____

I understand the entire tuition; fees and board charges must be paid prior to each semester. I also understand that no financial aid is available and all F-1 students are charged the non-New Jersey resident tuition fee. Finally, I understand that the application for Kean University may be cancelled for any of the above information falsely provided.

I swear that I know the contents of this affidavit signed by me and the statement are true and correct.

Signature of sponsor _____ Date: _____

Subscribed and sworn to before me this _____ day of _____,

at _____. My commission expires on _____.

Signature of Officer Administering Oath _____ Title _____

DECLARATION OF CURRENT STUDENT STATUS

This form must be completed by international students applying for F-1 status and by those with currently hold F-1 status. All questions must be answered and if a question does not apply please write N/A (not applicable). I-20 forms will only be issued if this form is submitted.

EDUCATIONAL INFORMATION

Admission Status: <input type="checkbox"/> Freshman <input type="checkbox"/> Transfer <input type="checkbox"/> Other <input type="checkbox"/> Second Degree <input type="checkbox"/> Graduate _____	Major applying for:
Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female

INFORMATION

I am applying for:
 Initial I-20 (new admission) Dependent I-20 (for your spouse or child) Change of Status Reinstatement Other: _____

First Name:	Last Name:
Country of Birth:	Date of Birth (mm/dd/yyyy):
Country of Citizenship:	E-mail address:
Phone in U.S.	Phone abroad

Transfer information required if transferring from another educational institution in United States
 School Transferring from: _____ SEVIS# _____

Local U.S. Mailing Address if you currently reside in the U.S.
 Street: _____

City:	State:	Country:	Zip:
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Foreign Address (Provide the complete physical address in your home country)
 Street: _____

City:	State:	Country:	Zip:
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Do you plan to bring your spouse and /or child (-ren)? Yes No
 If yes, provide proof of additional \$ 4,000 (USD) in funds per dependent listed below.
Provide a photocopy of the passport photo and biological page for you and each dependent.

Print Name	Date of Birth	Country of Birth	Country of Citizenship	Relationship

VISA INFORMATION

If you have violated your F-1 status, indicate if you intend to apply for reinstatement to the USCIS or if you intend to re-enter the United States with Kean University I-20.

Applying for reinstatement
 Regain entry through travel and re-entry status

REQUEST FOR F-1 STATUS TRANSFER INFORMATION
 (Only for F-1 students who are transferring from a U.S. College/University/School)

Last Name:	First Name:	SEVIS #:
This is to inform you that I intend to transfer to Kean University in the _____ (fall or spring) _____ (year)		

PART I: TO BE COMPLETED BY STUDENT

I hereby authorize my current International Student adviser/DSO to provide the following required information, which will be treated confidentially and used solely for the purpose of admission.

Non-Immigrant status: F-1 other (*please specify*) _____

INS (I-94) #:

Student's Signature: _____ **Date:** _____

PART II: TO BE COMPLETED BY THE INTERNATIONAL STUDENT OFFICER

Student's Name: _____ is/was a lawful F-1 status according to immigration regulations at this school.

Student's Name: _____ is/was not a lawful F-1 status according to immigration regulations and my records because _____

Please provide the semester and year the student was last enrolled: _____

SEVIS release date _____

The student has been authorized the following Practical Training benefits:

OPTIONAL	Full-time: _____ month's _____ days	Part-time: _____ month's _____ days
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CURRICULAR	Full-time: _____ month's _____ days	Part-time: _____ month's _____ days
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Full name: Title:	Phone:
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School:

Signature of Designated School Official: _____ **Date:** _____