



PIEDMONT VIRGINIA COMMUNITY COLLEGE

Dear International Student:

I have received your recent inquiry and am glad that you are interested in pursuing your studies at Piedmont Virginia Community College. We welcome applications from qualified international students who meet academic, financial, and language requirements.

International applicants who wish to have the college issue an I-20 form for the F-1 Visa are required to submit the following documents:

- ✓ An application for admission and all supplemental forms (enclosed).
- ✓ Transcripts of all academic reports translated into English. (*You should be aware the PVCC does not accept foreign college credit to replace courses in your program of study.*)
- ✓ A declaration of finances and supporting affidavits.
- ✓ The results of the Test of English as a Foreign Language (TOEFL). **A score of 500 is required on the paper-pencil exam. A score of 173 is required on the computer exam. A score of 61 or above is required on the internet based test.**

An I-20 will not be issued until PVCC has received all four items listed above. These documents must be submitted to the college at least 60 (sixty) days prior to your first semester of enrollment. Generally, international students may begin classes in August or January of each year.

International Students who receive an I-20 must:

- ✓ Complete the college's assessment tests in English and mathematics.
- ✓ Register for 12-18 credit hours at the college **each semester**.
- ✓ Be accepted into a program of study at the college.
- ✓ Have sufficient monies available to cover **all expenses** since F-1 students may not be employed during the first year and employment during the second year is very limited.

The current minimum budget for a single international student has been estimated at **\$12,000 US dollars for one academic year of 9 (nine) months** and is exclusive of transportation costs. Married students must be able to provide sufficient additional funds for their family's needs. There is not financial assistance or federal financial aid available at the college for international students.

Piedmont Virginia Community College is a two-year, non-residential commuter college located several miles outside the city of Charlottesville. The college is served by limited public transportation so students should be able to provide their own daily transportation. The college does not operate dormitories; nor does it assume responsibility for locating and securing adequate housing for students.

If you have any questions, please contact me for an appointment. I can be reached by phone at **1.434.961.6540** or by email at mwalsh@pvcc.edu.

Sincerely,

Mary Lee Walsh

Mary Lee Walsh
Dean of Student Support Services



19. I wish to begin classes in Year: 20____ Term:____ Fall _____ Spring _____ Summer

20. I intend to pursue: _____ credit classes _____ non-credit classes _____ both

Please complete the rest of this form if you plan to pursue a credit program of study or credit classes. If you selected "non-credit", please sign and date the application. If you wish to be considered for in-state tuition rates, certain contract rates, or are planning to apply for Senior Citizen benefits, you must also complete the Application for In-State Tuition.

21. If you answered credit classes or both on question #20, do you plan to pursue a degree, certificate or diploma? _____
If yes, then identify your plan of study (refer to the college's list of plans): _____
If no, then go to #22 (Include sub-plan, if applicable)

(Financial Aid students must check yes and enroll in an approved plan of study.)

22. If you answered no to #21, which of the following best describes your reason for taking classes (Check only one)

- _____ upgrading current job skills _____ developing skills for new job _____ exploring career options
_____ pursuing personal interest or general knowledge _____ currently pursuing degree at another college
_____ planning to pursue a degree at another college (non-degree/transfer) _____ pursuing college courses while in high school

23. What campus/college do you plan on attending? _____(if applicable)

24. Secondary Education Type: () high school () GED program () home schooling School/Agency

Name: _____

Located in: _____ City/County _____ State _____ Country

Graduated - Date: _____ Plan to Graduate - Date: _____ Non-graduate Highest grade completed _____
mm/yy mm/yy mm/yy

25. Colleges/Universities attended. If you have taken any college classes, please list all colleges attended with most recent first. Indicate any degrees earned in the last column with an A for Associate, B for Bachelor's, M for Master's, D for Doctorate or P for Professional Degree. If you have not earned a degree, leave the Degrees column blank.

Table with 4 columns: College or University, City, State/Country (if not USA), Years Enrolled, Degrees. Contains 5 empty rows.

I certify under penalty of disciplinary action that all of the information is complete and accurate. I agree to supply the college with supporting documentation related to my application, if I am requested to do so.

Applicant's Signature: _____ Date: _____

Parent/Legal Guardian's Signature: _____ Date: _____ (If under 18 years of age)

This institution promotes and maintains educational opportunities without regard to race, color, sex, ethnicity, religion, gender, age (except when age is a bona fide occupational qualification) handicap, national origin or other non-merit factors. Employer, date of birth, social security, sex, and race information are optional and used for research, reporting and management of student records.



EVIDENCE WHICH MAY BE PRESENTED TO MEET THE PUBLIC CHARGE PROVISIONS OF THE LAW

GENERAL

The immigration and Nationality Act requires an applicant for a visa to establish to the satisfaction of the consular officer at the time of application for a visa, and also to the satisfaction of the United States immigration official at the time of application for admission to the United States, that he or she is not likely at any time to become a public charge.

An applicant for an immigration visa may generally satisfy this requirement of the law by the presentation of documentary evidence establishing that:

1. The applicant has, or will have, in the United States personal funds sufficient to provide support for the applicant and dependent family members, or sufficient to provide support until suitable employment is located;
2. The applicant has arranged employment in the United States that will provide an adequate income for the applicant and dependent family members;
3. Relatives or friends in the United States will assure the applicant's support; or
4. A combination of the above circumstances exists.

APPLICANT'S OWN FUNDS

An applicant who expects to be able to meet the public charge provisions of the law through personal financial resources may submit to the consular officer evidence of funds or income from one or more of the following sources:

1. Statement from a senior officer of a bank showing present balance of applicant's account, date account was opened, the number and amount of deposits and withdrawals during the past 12 months, and the average balance during the year(if there have been recent unusually large deposits, an explanation therefore should be given);
2. Proof of ownership of property or real estate, in the form of a title, deed or the equivalent, and a letter from a lawyer, banker or responsible real estate agent showing its present valuation (any mortgages or loans against the property must be stated);
3. Letter or letters verifying ownership of stocks and bonds, with present market value or expected earnings indicated;
4. Statement from insurance company showing policies held and present cash surrender value.
5. Proof of income from business investments or other sources.

If the financial resources are derived from a source outside the United States, a statement as to how the funds or income are to be transferred to the U.S. must be provided.

EMPLOYMENT

An applicant relying on an offer of prearranged employment to meet the public charge provisions of the law should have the prospective employer submit a notarized letter of employment on the letterhead stationery of the employing business. The letter should:

1. Contain a definite offer of employment;
2. Give a description of the job offered to the alien and an explanation of skills which qualify the alien for the position;
3. State the rate of compensation to be paid and, if pertinent, additional information detailing other benefits to be included in lieu of cash payment;
4. Specify the location, type, and duration (whether seasonal, temporary, or indefinite) of the employment offered; and
5. State whether the employment will be immediately available upon the applicant's arrival in the United States.

AFFIDAVIT OF SUPPORT

Persons in the United States who desire to furnish sponsorship for an applicant in the form of an affidavit of support should use Form I-134, Affidavit of Support, available from the Immigration and Naturalization Service. Sponsors may also elect to furnish a statement in the form of an affidavit sworn to before a notary public or other official competent to administer an oath, setting forth his or her willingness and financial ability to contribute to the applicant's support and reasons, in detail, for sponsoring the applicant.

The sponsor's affidavit should include:

1. Information regarding his or her annual income;
2. Where material, information regarding his or her other resources;
3. Obligations for the support of members of his or her own family and other persons, if any;
4. Other obligations and expenses;
5. Plans and arrangements made for the applicant's reception and support;
6. An expression of willingness to deposit a bond, if necessary, with the Immigration and Naturalization Service to guarantee that the applicant will not become a public charge (*sic*) in the United States; and
7. An acknowledgment that the sponsor is aware of his or her responsibilities under the Social Security Act, as amended, and the Food Stamp Act, as amended; that the affidavit will be binding upon the sponsor for three (3) years after entry of the named persons; and that the affidavit and supporting documentation may be made available to a public assistance agency. (The provisions of the above laws are contained in form DS-1858, Sponsor's Financial Responsibility. Under the Social Security Act, and printed in Part III of the instructions for Form I-134.)

The sponsor should include in the affidavit a statement concerning his or her status in the United States. If the sponsor is an American citizen the affidavit should include a statement about how United States citizenship was acquired. If naturalized, the affidavit should indicate the date of naturalization, the name and location of the court, and the number of the sponsor's certificate of naturalization. If the sponsor is an alien who has been lawfully admitted into the United States for permanent residence, he or she should state in the affidavit the date and place of admission for permanent residence and the alien registration number which appears on his or her Alien Registration Card.

To substantiate the information regarding income and resources the sponsor should attach two or more of the following items to the affidavit:

1. Notarized copies of his or her latest federal income tax return;
2. A statement from his or her employer showing salary and the length and permanency of employment;
3. A statement from an officer of a bank regarding his or her account, the date the account was opened, and the present balance;
4. Any other evidence adequate to establish financial ability to carry out his or her undertaking toward the applicant for what might be an indefinite period of time.

If the sponsor is well established in business, he or she may submit a rating from a recognized business rating organization in lieu of the foregoing. If the sponsor is married, the affidavit should be signed jointly by both husband and wife. Affidavits of support should be of recent date when presented to the consular officer. They are unacceptable if more than one year has elapsed from the date of execution. A sponsor may prefer to forward his or her affidavit of support directly to the consular office where the visa application will be made, in which event the contents will not be divulged to the applicant.

NOTE: An applicant who expects to meet the public charge provisions of the law through the presentation of an affidavit of support is encouraged to forward this information sheet to his or her sponsor so as to assist the sponsor in preparing an affidavit.

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Declaration/Certification of Finances

A certificate of eligibility (I-20 Form) will not be authorized until this form and an accompanying affidavit of support or applicant's own funds (from work) is completed and returned to Piedmont Virginia Community College (PVCC).

Estimate of Student Expenses	
Tuition and Fees	\$4, 700
Room and Board	5, 700
Books and Supplies	600
Personal Expenses	500
Transportation	500
TOTAL	\$12, 000

Source of Funds to Meet Expenses at PVCC (must total \$12,000):

Personal or Family Savings	\$ _____	(Bank Affidavit)
Parents or Sponsor	\$ _____	(Notarized Statement of Support)
Your Government	\$ _____	(Signed Copy of Letter of Arrival)
Other (Scholarships, etc.)	\$ _____	(Notarized Statement of Support)
TOTAL	\$12,000	

Attached is a copy of the U. S. Department of State Form used to verify alien support. As an F-1 student, employment is not possible upon entry. Therefore, all support must come from one or more of the four areas listed above. If you have dependents who plan to accompany you to the U.S., please list them and their relationship to you below:

(1) _____ Relationship: _____

(2) _____ Relationship: _____

Please note that with each dependent an additional \$1,000 of support or personal/family savings must be demonstrated in the above form and on the appropriate verifying document.

I certify that the information provided above is true and correct:

Student Signature

(Print) Student Name: _____

(Print) Address: _____

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Supplemental Form For International Students

IMPORTANT: This form is required as part of your application; it must be completed fully by all prospective students who are not U. S. citizens, and returned with other application materials to the office named below. Your file is not considered complete until this information is returned. Please read the instructions carefully, and fill in all sections fully. This will assist in early consideration of your application.

***Return to: Admissions Office
Piedmont Virginia Community College
501 College Drive
Charlottesville, Virginia 22902 – 7589 USA***

I. PERSONAL AND ACADEMIC INFORMATION (Please Print)

1. Full Name _____ Mr. / Ms. /Mrs.
(Last) (First) (Middle)
2. Present Mailing Address _____
3. Permanent Home Address _____
4. Place and Date of Birth _____
5. Citizenship _____ Married _____ Single _____ No. Dependents _____
6. Name and Address of Last Institution Attended _____

7. Field of Study at PVCC _____ Degree Desired _____
Date to Begin at PVCC _____

II. ENGLISH LANGUAGE INFORMATION

Foreign nationals whose first language is NOT ENGLISH are required to take the “Test of English as a Foreign “(TOEFL) administered around the world several times a year by the Educational Testing Service; P. O. Box 6151; Princeton, New Jersey 08541 – 6161 USA. ***If you have not taken this test, you must write directly and immediately to the Educational Testing Service for further information. If you have already taken the Test, please give date _____ . In any case, the official transcript of the Test must be sent by ETS to the Admissions Office, Piedmont Virginia Community College; 501 College Drive; Charlottesville, Virginia 22902 – 7589 USA. It is the responsibility of the student to make these arrangements.***