
APPLICATION FOR ADMISSION PACKET

For International Students

Overview

Truckee Meadows Community College (TMCC) is a fully accredited, public community college located in Reno, Nevada, approximately five miles north of the University of Nevada, Reno (UNR). We offer two-year associate degrees and certificates in a wide range of academic programs. TMCC has approximately 12,000 full-time and part-time students. Reno is located in western Nevada. The area has a mild, dry climate and four distinct seasons. Reno is approximately a 45-minute drive from Lake Tahoe and a four-hour drive from San Francisco. Reno and the surrounding area offer terrific sports, recreation and cultural opportunities year-round.

Housing and Transportation

The TMCC campus does not have student housing. There are a variety of housing options available near the UNR and TMCC campuses along with a reliable, affordable city bus system for transportation. Discounted bus passes are available for fall semester (July – December), and spring semester (January – June) at USD \$115 per semester.

Medical Insurance Requirement

All international students holding F-1 visas are required to purchase the student medical insurance through TMCC each semester.

Application Deadlines

The application form and the additional documents listed on the checklist must be received at TMCC by:

- If you must apply for an F1 visa: **May 15** for fall semester and **October 1** for spring semester.
- If you already have an F1 visa: **July 15** for fall semester and **November 1** for spring semester.
- Special Summer Admission: contact TMCC's International Admissions office if you wish to begin classes in summer.

Submission Instructions

Mail application form and all documents to:

Truckee Meadows Community College
International Admissions, RDMT 319
7000 Dandini Blvd.
Reno, NV 89512-3999

International Student Admissions

Mrs. Clare E. Steppat

Red Mountain Building, room 319

Telephone: 775-674-7627

Fax: 775-673-7028

Email: international@tmcc.edu

Web site: <http://international.tmcc.edu>

International Student Academic Advisors

Academic Advisement and Career Services

Red Mountain Building, room 111

Telephone: 775-673-7062 **Fax:** 775-673-7268

TOEFL Information

TMCC's Institution Code: 4960

TOEFL Services:

Educational Testing Service

P.O. Box 6151

Princeton, NJ 08541-6151, USA

Telephone: 609-771-7100 USA Toll Free: 1-877-863-3546

Fax: 1-610-290-8972

Email: toefl@ets.org

Website: www.ets.org/toefl/

Practice: www.ets.org/toefl/ibt/prepare/

TOEFL Tips: www.ets.org/Media/Tests/TOEFL/pdf/TOEFL_Tips.pdf

TOEFL in Reno:

Sylvan Learning Center (2203: Prometric Test Center)

2295 S. Virginia St. Suite 16, Reno, NV 89502

Telephone: 775-284-8752 or 775-829-2700

Register Online (*preferred*) www.ets.org/toefl/

Register by Phone: 1-800-468-6335 or 1-443-751-4862

International Student Admissions Checklist

This information and other documents and forms are also available online at: <http://international.tmcc.edu>.

1. Complete the **application form**. Be sure the following information is correctly filled in:
 - a. NAME field matches your passport exactly.
 - b. Degree program is on the TMCC list.
 - c. Form is signed by the student.
2. Photocopy of passport page(s) showing name, date of birth, passport number and expiration date.
3. U.S. dollars (USD) **\$25 application fee**.
4. Official high school, college or university transcripts showing date of graduation.
 - a. Transcripts must be mailed directly from the issuing institution to TMCC, with an official English translation. They must be received in sealed school envelopes, contain the proper signatures, date and institutional seals to be considered official.
5. TOEFL score sent directly from ETS to TMCC (**institution code: 4960**; www.ets.org/toefl)
 - a. On test day, include our institution code on the test. Waiting costs money and slows your application.
 - b. International TOEFL score of at least 61 (iBT) or 500 (PBT) is required for admission.
6. Original financial documents showing the equivalent of a minimum of **USD \$22,500 for the 2012-2013 academic year**.
 - a. Financial documents may be a bank statement or letter, scholarship letter or an **Affidavit of Support** from a U.S. citizen or a permanent resident or a combination of these items. All bank documents must be dated within the last six months.
 - b. They may be in any currency. For currency conversion, see www.xe.com/ucc/full.shtml
 - c. For the latest estimate, please visit <http://international.tmcc.edu> and click on Estimated Expenses.
7. **Financial statement** signed by sponsor(s). More than one sponsor is acceptable. Each sponsor must complete the form and provide documents from item 6, above.
8. Dependent documents, if your spouse or children will accompany you to TMCC.
 - a. Photocopy of passport(s) showing name, date of birth, passport number and expiration date.
 - b. List their information on a separate piece of paper (family name, first name, middle name, relationship—spouse/son/daughter—date of birth (as *mm/dd/yyyy*), city and country of birth).

Additional documents needed, if transferring from a U.S. school:

9. Photocopy of current documents
 - a. I-20 from current school and all previous I-20s.
 - b. F-1 visa.
 - c. I-94 (small white card stapled in passport).
 - d. SEVIS fee receipt (*I-797C, Notice of Action*), optional.
 - e. If you have dependents, a copy of their documents and I-20s.
10. TMCC **Transfer Verification** form
 - a. Fill out and sign section 1, have your current international advisor complete section 2 and fax it directly to 775-673-7028, or email it to international@tmcc.edu.
11. Transcripts of academic classes taken in the U.S., if applicable.

International Student Admissions Checklist - continued

12. Complete the English requirement with one of the following options:
- a. Receive recommendation for academic study from:
 - i. the Intensive English Language Center (IELC) at University of Nevada, Reno, or
 - ii. the Intensive English Program (IEC) at Diablo Valley College, Pleasant Hill, California
<http://www.iec-dvc.org/intensive-english-program/>
 - b. International TOEFL score of at least 61 (iBT) or 500 (PBT). (institution code: 4960; www.ets.org/toefl)
 - c. Completion of English 113 or English 101 (or equivalent) at a U.S. college or university.
 - d. Passing scores in the reading and writing sections of the U.S. high school proficiency examinations.
 - e. International English Language Testing System (IELTS - must be academic version) with an equivalency score of 6. www.ielts.org/
 - f. Pearson Test of English (PTE) Academic with an equivalency score of 57.
<http://pearsonpte.com/PTEAcademic/>
 - g. Scholastic Aptitude Test (SAT) score of 500 or higher on the Critical Reading (formerly Verbal) section.
<http://sat.collegeboard.org> College Board Code: 1096
 - h. American College Testing (ACT) score of 21 or higher. www.act.org/ College Code: 2499
- Exemption: Students coming from the following English-speaking countries are exempt from the English language testing requirements: Australia, Bahamas, British Guyana, Canada (except for Quebec), Ireland, Jamaica, New Zealand, St. Vincent, Trinidad & Tobago, and United Kingdom.

Application for Admissions Form for International Students - Part 1

NAME (EXACTLY AS IT APPEARS IN YOUR PASSPORT)

Last Name (<i>family name/surname</i>)	First Name (<i>given name/prénom</i>)	Middle Name
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PERSONAL DATA

Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth (<i>month, day, year</i>)	NSHE ID
Country of Citizenship	City and Country of Birth	
Are you Hispanic or Latino (<i>a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race</i>)? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Select the racial category (<i>or categories</i>) with which you most closely identify. Check all that apply.		
<input type="checkbox"/> American Indian or Alaska Native	<input type="checkbox"/> Asian	<input type="checkbox"/> Black or African American
<input type="checkbox"/> Native Hawaiian/Other Pacific Islander	<input type="checkbox"/> White	<input type="checkbox"/> Non-Resident Alien
Has either of your parents earned a college/university degree? <input type="checkbox"/> Yes <input type="checkbox"/> No		

CONTACT INFORMATION

How would you prefer to receive your admission letter and other important TMCC information? <input type="checkbox"/> Email <input type="checkbox"/> Postal Mail	Email Address	
Mailing Address (<i>for I-20</i>)		
City	State/Province	
Postal Code	Country	
Telephone (<i>include country and city codes</i>)	Fax (<i>include country and city codes</i>)	
Current Physical Address in the U.S. OR, if you are outside the U.S.: <input type="checkbox"/> Not Applicable		
City	State	Postal Code
Telephone (<i>include country and city/area codes</i>)	Fax (<i>include country and city/area codes</i>)	
Permanent Address (<i>in home country</i>)		
City	State/Province	
Postal Code	Country	
Telephone (<i>include country and city codes</i>)	Fax (<i>include country and city codes</i>)	

Application for Admissions Form for International Students - Part 2

DEGREE PROGRAM

<input type="checkbox"/> AA (<i>Associate of Arts</i>)	<input type="checkbox"/> AS (<i>Associate of Science</i>)	<input type="checkbox"/> Other _____
Choose from the complete list of degree and certificate Program Worksheets at http://catalog.tmcc.edu or request a list. Only academic programs that allow full-time academic study—12 credits per semester—are approved for international students.		
Entrance Year _____	<input type="checkbox"/> Fall semester (<i>mid-August</i>)	<input type="checkbox"/> Spring semester (<i>mid-January</i>)
English Requirement:		
<input type="checkbox"/> IELC recommendation	<input type="checkbox"/> English 101/113 or equivalent	<input type="checkbox"/> U.S. high school proficiency exam reading and writing
<input type="checkbox"/> TOEFL _____ month _____ day _____ year _____ score		
<input type="checkbox"/> IELTS _____ month _____ day _____ year _____ score		
<input type="checkbox"/> SAT _____ month _____ day _____ year _____ score		
<input type="checkbox"/> ACT _____ month _____ day _____ year _____ score		
<input type="checkbox"/> PTE _____ month _____ day _____ year _____ score		

PREVIOUS EDUCATION

Name of high school or secondary school attended		
Country of high school	Primary language of instruction	
Date of graduation from high school or secondary school (<i>mm/dd/yyyy</i>)		
List all universities, colleges and technical schools you have attended in any country:		
Name of Institution		City, State/Province and Country
Start Date (<i>mm/yyyy</i>)	End Date (<i>mm/yyyy</i>)	Degree Received? <input type="checkbox"/> Yes <input type="checkbox"/> No (<i>if "Yes", please specify degree and major</i>)
Name of Institution		City, State/Province and Country
Start Date (<i>mm/yyyy</i>)	End Date (<i>mm/yyyy</i>)	Degree Received? <input type="checkbox"/> Yes <input type="checkbox"/> No (<i>if "Yes", please specify degree and major</i>)
Name of Institution		City, State/Province and Country
Start Date (<i>mm/yyyy</i>)	End Date (<i>mm/yyyy</i>)	Degree Received? <input type="checkbox"/> Yes <input type="checkbox"/> No (<i>if "Yes", please specify degree and major</i>)

Application for Admissions Form for International Students - Part 2 continued

HOW DID YOU HEAR ABOUT TMCC?

<input type="checkbox"/> Friend/relative (<i>name</i>) _____	<input type="checkbox"/> IELC/UNR	<input type="checkbox"/> NIC	<input type="checkbox"/> TMCC
<input type="checkbox"/> Internet (<i>website</i>) _____			
<input type="checkbox"/> Overseas college fair _____	<input type="checkbox"/> Overseas college agency _____		
<input type="checkbox"/> High school _____	<input type="checkbox"/> Other _____		

APPLICANT'S CERTIFICATION

I certify the information provided on this application is true and accurate. I understand that all required credentials must be submitted before an admission decision may be made. I accept complete responsibility for requesting official transcripts of record to be forwarded directly to TMCC's Admissions and Records department from each school attended, whether credits were awarded or not, and I fully understand that those transcripts will not be returned.

Furthermore, I agree to abide by all the rules and regulations of Truckee Meadows Community College and the U.S. Citizenship and Immigration Services (USCIS).

Signature _____ Date: ____/____/____

Application for Admissions Form for International Students - Part 3

FINANCIAL REQUIREMENTS

2012-13 Academic Year Estimated Expenses for Two (2) Semesters = USD \$22,500.00

Total expenses for the academic year are estimated and include costs for TMCC tuition, fees, health insurance, room and board in the Reno area and minimal personal expenses. For detailed information and current year estimates, see our estimated expenses Web page at: <http://international.tmcc.edu>. If you have dependents, please provide additional financial documentation in the amount of \$7,000 for your spouse and \$3,000 for each child.

Do you have a spouse who will accompany you? Yes No Do you have a child/children who will accompany you? Yes No

SPONSOR INFORMATION

Name of Student			
Name of Sponsor		Relationship to Student	
Address			
City	State/Province	Postal Code	Country
Telephone (include country and city codes)		Fax (include country and city codes)	
Email address of sponsor			

FOR SPONSORS OUTSIDE THE U.S./FINANCIAL STATEMENT

By signing below, _____ (sponsor) swears to provide _____ (student) with a minimum of \$ _____ (U.S. dollars) for each year of study in the U.S.A. This money is in addition to any travel money needed to return to the country of origin. Sponsor understands that TMCC will not be able to assist the student financially. Sponsor understands that he/she is financially responsible for the tuition, fees and living expenses of the student. Sponsor further certifies that adequate funding is available for each year of study required to complete the degree program.	
Sponsor's signature	Date

FOR SPONSORS INSIDE THE U.S./AFFIDAVIT OF SUPPORT

If the student's sponsor is a U.S. citizen or permanent resident, an **Affidavit of Support form I-134** must be completed. Print it from: <http://www.tmcc.edu/admissions/international/downloads/forms/INTEI134AffidavitSupport.pdf> or request it from the TMCC International Admissions officer. Follow the instructions. **You must submit the additional documents listed in Supporting Evidence with the I-134.** The form must be signed under penalty of perjury under U.S. law. Bank statements or financial documents must be dated within the last six months.

Application for Admissions Form for International Students - Part 4

REQUIRED APPLICATION FEE

USD \$25.00 (your application will not be evaluated without this non-refundable fee)

OPTIONAL EXPRESS MAIL (ADDITIONAL FEE)

For an additional fee, TMCC will mail your I-20 and letter of admission via Express Mail International Flat Rate through the post office. Remember to include your delivery address, telephone number and zip/postal code.

The current estimated Flat Rate to Canada and Mexico is **\$29.95**; to all other countries it is **\$38.95**. Note that these rates are *estimates*, and are subject to change. TMCC will bill the ACTUAL cost to your credit card, if authorized below. For more information, the U.S. Postal Service website is: <https://www.usps.com/ship/express-mail-international-flat.htm>.

DELIVERY

I will pick up my I-20 at TMCC (for students already in the U.S.).

My relative/friend will pick up my I-20 at TMCC.

Name of relative/friend _____ (must show photo ID)

Mail my documents at no additional charge (via airmail outside the U.S., or first class inside the U.S.).

Express Mail my documents via Express Mail International Flat Rate through the post office (additional charge for the actual shipping cost will be billed to my credit card, as authorized below).

PAYMENT SELECTION

Pay by check or money order

I have enclosed a check or money order payable to "Board of Regents" for the non-refundable application fee (\$25.00)

Pay by credit card

Charge only the non-refundable application fee (\$25.00) to my credit card.

In addition to the \$25 application fee, mail my documents via Express Mail International Flat Rate through the post office. I authorize TMCC to bill this additional shipping cost to my credit card.

Visa

MasterCard

American Express

Discover

Name as shown on card: _____

Credit Card Number: _____

Expiration Date: _____ / _____ Security Code: _____ (3 digits from back of card, or 4 from front of card for AmEx)

Card Holder's Signature _____ Date: _____ / _____ / _____