

Alfred State College

SUNY College of Technology

INTERNATIONAL STUDENT APPLICATION CHECKLIST

Thank you for your interest in Alfred State College. In order to assist you with the application process, the following checklist is provided for your reference. Please note that an application is not considered complete and a decision will not be made until **all** items are provided.

1. International Undergraduate Application—Part 1—Application for Undergraduate Admission.
2. International Undergraduate Application-FSA-2-Autobiographical Essay.
3. International Undergraduate Application-FSA-3-English Proficiency Report. This form is required for all applicants except those whose native language is English.
4. International Undergraduate Application-FSA-4-Foreign Student Financial Statement. Follow directions on this form carefully and complete the required verifications at the bottom of the form necessary for your type of funding source. All signatures/seals must be originals. Copies are not acceptable.
5. Official TOEFL score report. Please note that the official score report must be sent to Alfred State from Educational Testing Service. (Alfred State's institution code is 2522.) Copies are not acceptable. Students whose native language is English do not need to take the TOEFL exam.
6. Official high school transcript (translated into English) that shows courses taken and grades received. A grading scale is also required. In order to be considered official, the transcript must contain an **original** signature, stamp, or seal. Copies are only acceptable if certified/notarized by the issuing institution as being true and exact copies of the original.
7. Proof of high school graduation. This must contain an original signature, stamp, or seal in order to be considered official. Copies are only acceptable if certified/notarized by the issuing institution as being true and exact copies of the original.
8. Official college/university transcripts (translated into English) if the student has attended school beyond high school. Official transcripts must contain an **original** signature, stamp, or seal. Copies are not acceptable. To be evaluated for possible transfer credit, course descriptions (in English) must also be provided.
9. Official bank statements supporting information contained on FSA-4-Foreign Student Financial Statement. Must include exchange rate and U.S. dollar equivalency. Financial statements are considered official if they contain an **original** stamp, seal, or bank official's signature. Copies are only acceptable if certified/notarized by the issuing institution as being true and exact copies of the original.
10. \$40 application fee in the form of check or money order. A credit card may also be used to pay the \$40 application fee. If paying by credit card, include the credit card information on Part 1 of the application for admission.

Note: U.S. policy requires that a street home address be provided for all applicants. If you use a post office box for your mailing address, please list the PO Box address on Part 1 of the application. However, also indicate a physical, street home address in your application materials.

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