

## INTERNATIONAL APPLICATION

PLEASE READ ALL OF THE INFORMATION IN THIS APPLICATION BEFORE YOU START TO COMPLETE THE FORM. Mail the completed application form to:

Longwood University, Office of Admissions  
201 High Street, Farmville, VA 23909, US

**UNDERGRADUATE ADMISSIONS REQUIREMENTS:** International students should apply before **March 1** for the following fall semester to allow adequate time for visa processing. Applications for the term beginning in January should be completed by **September 1**.

A completed application for admission includes four parts:

- 1) **The Application Form** (you may not use the on-line application) and a \$40.00 (U.S.) non-refundable application fee. (Only cashier's check, bank money order, or bank draft in US dollars will be accepted. No personal check, please.)
- 2) **The completed Financial Certification Form** along with an official bank statement showing sufficient funds to cover stated costs and an affidavit of support. (Eligibility for a student visa requires that you demonstrate sufficient financial resources. The United States Government, Virginia state government, and Longwood University will not admit an international student who is unable to show evidence of adequate financial resources. Longwood expenses must be paid at the beginning of each semester.) **Longwood does not provide financial aid for international students.**
- 3) **Records from all secondary and post-secondary institutions with English translation and evaluations**, including grading scale and/or system. Applicants should meet minimum curriculum criteria - 4 units of English, 3 units of laboratory sciences, 2 units of history, 3 units of math to include Algebra I and II and Geometry.
- 4) **Test of English as a Foreign Language (TOEFL)** score report with a minimum score of 550 (paper test), 213 (computer test) or 79/80 (Internet). For more information write: TOEFL, Box 899, Princeton, New Jersey 08541, U.S.A.

We recommend that you take the Scholastic Assessment Test (SAT) also. It is your responsibility to make arrangements for these tests that are given several times a year in countries throughout the world. For information and SAT registration forms, contact: Educational Testing Services (ETS), Box 594, Princeton, New Jersey 08541, USA, or go to [www.collegeboard.org](http://www.collegeboard.org)

For information concerning admission to graduate level programs, please click on "Graduate Admissions" at the [whylongwood.com](http://whylongwood.com) website.

Transfer from one college to another requires authorization from the new college. Any prospective transfer international student, or dependents of foreign nationals living in the U.S. must show current, valid, non-immigrant status before he/she can be offered admission to Longwood University.

### **IF ADMITTED:**

Upon receipt of the completed application with all required documents listed above, an admissions decision will be made. If you are admitted the next steps are as follows:

- 1) You will receive an acceptance letter within 5-6 weeks with instructions for you to send a \$400.00 deposit indicating your intent to enroll. The deposit must be in the form of a cashier's check, bank money order, or bank draft in US dollars. Personal checks cannot be accepted.
- 2) Once we've received the deposit we will send a Certificate of Eligibility (I-20) form. The Certificate of Eligibility must be presented to the U.S. Embassy or Consulate along with a passport, the Longwood acceptance letter, and other information requested by the consulate. The embassy or consulate will then issue your F-1 Student visa. (Longwood University does not issue a Certification of Eligibility for part-time study.)
- 3) Additional information regarding visa status, tuition payment, travel instructions, etc. will be sent with the Certificate of Eligibility.



**For Transfer Applicants Currently Attending a U.S. Institution**

Visa type: \_\_\_\_\_ Date you first entered the U.S. \_\_\_\_\_  
Current I-94 expiration: \_\_\_\_\_ Admissions Number (see I-20 ID copy): \_\_\_\_\_  
Other U.S. institutions attended: \_\_\_\_\_  
\_\_\_\_\_

Names of **secondary schools** attended, current or most recent first:

I. \_\_\_\_\_  
Name of school Location Dates attended  
Graduation date (month/yr) \_\_\_\_\_ Type of certificate/diploma earned or expected \_\_\_\_\_

II. \_\_\_\_\_  
Name of school Location Dates attended  
Graduation date (month/yr) \_\_\_\_\_ Type of certificate/diploma earned or expected \_\_\_\_\_

**Have you attended any college/university, either full-time or part-time, or taken any college/university-level courses while in high school?** If yes, please list below all colleges attended and ask the institution(s) to forward official transcripts of your work (in English) with evaluation directly to Longwood. Attach a separate sheet if necessary.

College/University	Location	Degree/Diploma	Dates Attended
_____	_____	_____	_____
_____	_____	_____	_____

**Please give the names of all other colleges to which you are applying for admission. (Optional)**

\_\_\_\_\_  
\_\_\_\_\_

**Is Longwood your first choice? (Optional)**  Yes  No

**Courses in Progress:** Please list all courses currently in progress and/or courses to be taken this academic year. Attach a separate sheet of paper if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FAMILY INFORMATION**

Applicant lives with (check all that apply)  Father  Mother  Other, explain: \_\_\_\_\_

Name of father/guardian \_\_\_\_\_ Name of mother/guardian \_\_\_\_\_  
Address \_\_\_\_\_ Address \_\_\_\_\_  
Occupation \_\_\_\_\_ Occupation \_\_\_\_\_

Please indicate who should be contacted in case of an emergency:  
Name \_\_\_\_\_  
Address \_\_\_\_\_

Province: \_\_\_\_\_ Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**PERSONAL ACTIVITIES**

Please list secondary school (or college) and community activities, honors, awards, or special achievements:

Activity/Affiliation	Position held/Honor/Award	Year(s) of participation
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you ever been subject to disciplinary action resulting in probation, suspension, or dismissal from school?  Yes  No

If Yes, please explain using a separate sheet of paper. May we contact your current/former school(s) for information?  Yes  No

Have you ever been convicted of a criminal offense or is final action pending on any criminal charge other than a minor traffic violation?  Yes  No If yes, or if you have any question about whether a matter in your background (including offenses committed as a juvenile and charges taken under advisement) constitutes a criminal offense, describe (on a separate sheet) the nature of that matter.

PERSONAL STATEMENTS: (required)

Attach a typed paragraph (each) for statements 1, 2 and 3. (You need not use our specific wording.) The Admissions Committee will evaluate your creativity, insightfulness, and writing style. Complete #4 if you are applying to the nursing program.

1. I will be an asset to Longwood University because...
2. The accomplishment of which I am the proudest is...
3. A circumstance or obstacle about which the Admissions Committee should know is... I overcame it by...
4. I want to be a nurse because...

#### VISA INFORMATION

All non-immigrant visas carry restrictions about employment and the length of stay in the U.S. Read carefully the Certificate of Eligibility before designating a particular status. You must be willing and able to abide by regulations for the visa you accept. The Admissions Office is informed on INS policies; however, **the international student has the ultimate responsibility to follow new policies and to maintain valid status.**

HEALTH INSURANCE: Longwood University requires that international students subscribe to a health insurance plan before arriving. The policy must provide coverage for hospitalization expenses, medication evacuation, and repatriation expenses. Every full-time undergraduate student must have a health record on file. This record must include immunizations for measles, rubella, polio, diphtheria, mumps, tetanus, and a tuberculin skin test (ppd). A chest x-ray may also be required for tuberculosis screening. Students may not be able to register for classes or remain at Longwood without these immunizations.

HOUSING: Longwood requires all freshman and sophomore students to live in university-sponsored housing. Housing facilities provide coin-operated washing and drying machines, television lounges, and study rooms. Meal plans are included in the cost of tuition, fees, room and board.

LAPTOP COMPUTERS: All students are required to have a laptop computer. Students are encouraged to purchase them from the Dell Computer Corporation for the best price and repair options. For more information on this requirement, go to [www.longwood.edu/helpdesk/](http://www.longwood.edu/helpdesk/)

The information provided on this application is correct and complete to the best of my knowledge. I understand that incorrect or omitted information will result in terminating my application for admission. Also, I will abide by the Longwood Honor Code, which prohibits lying, cheating and stealing. I will also abide by the Student Handbook and Catalog. I agree that nonpayment of tuition, fees and/or fines, or the return of a check (plus a returned check fee of \$50.00), may result in the imposition of interest at the rate of ten percent per month on the unpaid balance. If the matter is referred for collection, I may then be liable for collection costs of up to 50 percent of any unpaid balances and attorney fees as applicable. Applications for admission are considered on an individual basis without regard to race, sex, color, national origin, religion, sexual orientation, age, political affiliation, veteran status, or disability status.

Signature \_\_\_\_\_ Date \_\_\_\_\_



INTERNATIONAL UNDERGRADUATE FINANCIAL CERTIFICATION FORM

Under U.S. government regulations, any student who will hold F-1 or J-1 status in the U.S. or any student in F-1 or J-1 status transferring from one academic institution to another must provide documentation of the availability of sufficient funding to meet all anticipated expenses for **each** year of study. The normal minimum number of years for a bachelor's degree is 4 years. Below is an affidavit of support to be completed by you or your parent/sponsor. A **certified, original bank statement or bank letter** demonstrating sufficient funds must accompany this application.

**Required Minimum Support:** Longwood University requires the following minimum support, which is considered sufficient to support a basic student lifestyle. It does not include expenses for books, transportation, health insurance, vacations or luxury items.

Tuition and Fees for 2010:	\$18,200 (U.S. Dollars)
Room and Board Expenses:	\$ 7,600
<b>TOTAL</b>	<b>\$25,800</b>

Please indicate below if any dependents will accompany you. If yes, you must show you or your sponsor has an additional \$1,500 per dependent per year.

Name	Relationship	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Affidavit of Support**

Financial support will be provided by (check box):  personal funds  parent/sponsor  sponsoring agency, government or company.  
 Complete affidavit below according to box checked.

**PERSONAL FUNDS**

I, (student applicant) \_\_\_\_\_ hereby certify that I have \$ \_\_\_\_\_ for educational expenses associated with studies at Longwood. (Athletes receiving scholarships should subtract scholarship amount and show support for remaining balance if applicable.) I have attached a **certified, original bank statement or bank letter in English** demonstrating sufficient funds. The amount of available funds on the bank statement or letter must be equal to or exceed the amount itemized above (\$25,800) in order for the I-20 to be issued. The information I have provided is correct and complete. I UNDERSTAND AND AGREE THAT THIS PROMISE IS BINDING.

\_\_\_\_\_  
 Student Signature Date

**PARENT/SPONSOR**

Name: \_\_\_\_\_ Relationship to the applicant: \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 City \_\_\_\_\_  
 Province \_\_\_\_\_  
 Postal Code \_\_\_\_\_

I hereby guarantee to give \_\_\_\_\_ the following amount of money to pay for educational expenses associated with studies at Longwood \$ \_\_\_\_\_. (Athletes receiving scholarships should subtract scholarship amount and show support for remaining balance if applicable.) I have attached a **certified, original bank statement or bank letter in English** demonstrating sufficient funds. The amount of available funds on the bank statement or letter must be equal to or exceed the amount itemized above (\$25,800) in order for the I-20 to be issued. The information I have provided is correct and complete. I UNDERSTAND AND AGREE THAT THIS PROMISE IS BINDING.

\_\_\_\_\_  
 Parent/Sponsor Signature Date

**SPONSORING AGENCY, GOVERNMENT OR COMPANY**

Agency, government or company name: \_\_\_\_\_

Sponsoring agencies, governments or companies must provide a letter that includes the student's name, amount of U.S. dollars to be provided each year, and the period of the award. This letter must be printed on official letterhead and include an official signature and stamp with the address and telephone number of the sponsoring institution.

## PROGRAMS OF STUDY

Anthropology  
Art Education  
Art History  
Art Studio/Artist's Book & Printmaking  
Art Studio/Crafts  
Art Studio/Drawing & Painting  
Art Studio/Graphic Design  
Art Studio/Photography  
Athletic Training  
Biology  
Biology/Health Professional  
Biology/Medical Technology  
Biology/Secondary Education  
Business Administration/Accounting  
Business Administration/Business Education  
Business Administration/Computer Information Systems  
Business Administration/Economics Business Administration/Finance  
Business Administration/Management  
Business Administration/Marketing  
Business Administration/Real Estate  
Business Administration/Retail  
Chemistry  
Chemistry/Secondary Education  
Communication Sciences & Disorders  
Communication Studies/Mass Media  
Communication Studies/Public Relations  
Computer Science  
Criminology & Criminal Justice  
Economics  
Economics/Business Economics  
Economics/International Economics  
Economics/Public Policy  
English  
English/Creative Writing  
English/Rhetoric & Professional Writing  
English/Secondary Education  
French  
French/Education  
German  
German/Education  
History  
History & Social Science Education  
History/Secondary Education  
History/Pre-Law  
History/Public History  
Kinesiology/Exercise Science  
Kinesiology/Teaching PE K-12  
Liberal Studies/Elementary & Middle Education  
Liberal Studies/Elementary Education  
Liberal Studies/Middle Education  
Liberal Studies/Special Education (5 year program)  
Mathematics  
Mathematics/Secondary Education  
Music  
Nursing (Freshmen only)  
Physics  
Physics/Pre-Engineering  
Physics/Pre-Medicine  
Physics/Secondary Education  
Political Science  
Political Science/Secondary Education  
Political Science/Global Politics  
Political Science/Pre-Law  
Psychology  
Social Work  
Sociology  
Sociology/Family Studies  
Sociology/Pre-Law  
Spanish  
Spanish/Education  
Theatre  
Theatre/Education  
Theatre/Performance  
Theatre/Technology  
Therapeutic Recreation  
Undeclared

