

Undergraduate Application Checklist

Agent Checklist for International Admissions - Undergraduate
(Please include a copy of this completed checklist with every candidate application)

Candidates Full Name _____

Candidate's Country of Citizenship _____

Agent's Name _____

Agent's Email address _____

Is the candidate asking for full admission? (circle one) YES NO

Is the candidate asking for conditional acceptance? (circle one) YES NO

Please provide the following documentation:

_____ Completed and signed application - Common App and the \$50 application fee

_____ Most recent TOEFL score
 minimum paper score = 520
 computer-generated score = 190
 online score = 68
 or IELTS score (minimum score = 5.5)
 or PTE scores (range 45-50)
 or successful completion of ELS Language Centers Level 112
 or other evidence of your ability to use and understand the English language

_____ Institution for English Proficiency (if attending)

_____ A notarized International Financial Certification Form 2015-2016, which includes copies of bank verification (evidence of financial ability to afford university costs)

_____ Notarized copies of your high school transcript translated in English

_____ Notarized copies of your college transcripts translated in English

_____ A copy of your valid passport and visa