



# International Student Admission Guide

## Office of Admissions

10501 FGCU Blvd. South  
Fort Myers, FL 33965-6565

[www.fgcu.edu](http://www.fgcu.edu)

[admissions@fgcu.edu](mailto:admissions@fgcu.edu)

Toll free (888) 889-1095

*Florida Gulf Coast University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; Telephone number 404-679-4501) to award Associate, Baccalaureate, Master's and Doctorate degrees.*

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**Dear Prospective International Student,**

We are pleased to learn of your interest in becoming an international student at Florida Gulf Coast University (FGCU). FGCU first opened its doors for classes on August 25, 1997 with approximately 2,500 students. Our student body has grown to nearly 15,000 students today. FGCU is authorized under Federal law to enroll nonimmigrant alien students. Currently, we have students representing 76 countries from around the world! We look forward to you becoming a member of our exciting community here at Florida Gulf Coast University.

Sincerely,

Marc Laviolette  
Director of Admissions  
Florida Gulf Coast University

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## **ADMISSIONS INFORMATION**

**The term international student refers to any student who is not a permanent resident or naturalized citizen of the United States.**

The admissions process begins with the Office of Admissions. The Office of Admissions provides prospective international students with University information and applications. This office also determines admissibility and issues the I-20 form used to apply for the F-1 student visa.

**FGCU international student admissibility is based on:**

1. Academic admissibility
2. Financial support
3. Visa and US immigration requirements

If you currently have a visa other than an F-1 visa, you should consult the Office of Admissions to discuss your immigration status. Each visa category has restrictions on whether or not the visa holder can enroll at the University. Prospective students who have visas, passports or other immigration documents that have expired may need to seek the services of an immigration attorney. *Florida Gulf Coast University does not provide legal advice on immigration matters. Prospective students who are determined to be "Out Of Status" with immigration cannot be admitted to the University.*

After your admission is secured at FGCU, the International Services office can assist you with providing support services specifically designed for international students. These services include orientation to the University, orientation for living and studying in the US, assistance with cross-cultural adjustment and transition issues, information and assistance with US Immigration documents and regulations as well as campus employment and various other services.

## Steps for International Student Enrollment

### For admission to FGCU, you will need to:

1. Apply for admission
2. Submit your \$30.00 application fee
3. Submit your academic transcripts (have your transcripts evaluated course by course)  
\*\* Information on approved transcript evaluation services is listed below
4. Submit admission test scores (either the ACT or SAT for undergraduate; GMAT, GRE or MAT for graduate). **The writing portion of the ACT & SAT are not required.**
5. Provide proof of English proficiency (TOEFL exam: 213 computer based, 550 paper based or 79 internet based minimum or IELTS exam: 6.5 minimum)
6. Submit a financial support statement. For specific guidelines, please refer to:  
<http://www.fgcu.edu/Admissions/Prospective/financialforms.html>
7. If you are transferring from a US institution or progressing from an undergraduate to a graduate program within the US, you must provide a visa clearance form authorized by the appropriate officials at your current institution. For more information, please refer to:  
<http://www.fgcu.edu/Admissions/Prospective/visa.html>
8. Other immigration documents you currently have, such as a copy of passport, visa, /I-94 form, current I-20, etc.

### Important notes:

Once you have been academically admitted and fulfilled the immigration requirements, you will be mailed an I-20 form from the FGCU Office of Admissions. You will need to take this document to a US Embassy or Consulate to apply for the F-1 student visa. In your acceptance packet, you will receive information regarding the mandatory University orientation dates along with health insurance and immunization requirements for international students.

### Additional information:

To register for classes at FGCU, you will need to:

9. Provide appropriate immunization information to Health Services 239-590-7966  
<http://www.fgcu.edu/studenthealth/immunizations.html>  
*Additionally, you must provide appropriate insurance information that meets the State of Florida requirements.*
  10. Apply for housing if you wish to live on-campus. For more housing information, refer to:  
<http://www.fgcu.edu/Housing>
- For academic testing information, refer to <http://studentservices.fgcu.edu/Testing/>
  - For scholarship information, refer to  
<http://www.fgcu.edu/Admissions/Prospective/scholarship.html>

**\*\* For international student transcript evaluations, we suggest you contact one of the international agencies located on the following website: <http://www.naces.org/members.html>**

- A course by course evaluation is required for any college courses taken and is recommended for high school equivalency unless a GPA is included in the evaluation. If so, then a document by document evaluation will suffice.

**Request that the agency send the results directly by mail to our Admissions Office as an official document. Should you require any additional information, please contact the Admissions Office at our toll free number (888) 889-1095 or e-mail [admissions@fgcu.edu](mailto:admissions@fgcu.edu)**

## **Completed applications and ALL materials must be received by the following deadlines**

**The deadlines for international applicants to have all of their documents in is as follows:**

Deadline for Fall Semester (Begins August)	May 1
Deadline for Spring Semester (Begins January)	September 15
Summer	By special permission only

### **Education in the United States**

Students who enter a university in the US must complete 12 years (or the equivalent) of preparatory education. International students applying to FGCU as a first-time-in-college freshman must have the equivalent of a US High School Diploma.

### **Bachelor's Degree**

The first university degree awarded is a bachelor's degree, which normally requires four years of study (more for some programs). This degree includes required general education courses as well as specialization courses in the chosen field of study.

### **Master's Degree**

A bachelor's degree is required of all students who desire to enter a master's degree program. The master's degree generally requires two years of study beyond the bachelor's degree, depending on the number of courses a student completes each academic term.

### **Level of Placement and Transfer of Academic Credits**

FGCU does not evaluate foreign credentials or transcripts. Your transcripts and credentials must be evaluated by one of the aforementioned international transcript evaluators. ***All foreign transcripts should be evaluated for equivalency purposes***. University-level coursework taken abroad may be transferable if earned at a recognized institution depending on academic equivalency. International students who have completed university level coursework and are interested in transferring academic credit to Florida Gulf Coast University should submit an original evaluation of courses taken **and** an English translation of course syllabi for which credit is desired. Undergraduate students are placed at the appropriate level for their educational background. However, academic departments have the option of denying credit for any coursework not applicable to that department. The University recommends choosing the course by course evaluation, with grades or marks and credit hours equated to the system in the US First Time in College or Lower Level Transfer students may choose the document by document evaluation for their high school courses if they wish; however, if the evaluation agency does not provide a GPA, the student must meet the minimum SAT (1450) or ACT (21) requirement. Transcripts and test scores received and opened by the university may not be transferred to a third party or the applicant.

### **Academic Calendar**

Florida Gulf Coast University operates on a semester calendar. Fall semester begins in late August and ends in mid December. Spring semester begins in early January and ends in late April or early May. There are three summer sessions; two that begin in May and one that begins in June. Summer sessions condense an intensive level of academic study into a short time period. To view the academic calendar and catalog on line, refer to <http://gulfline.fgcu.edu/>.

FGCU strongly advises that international students who are enrolling as first-time-in-college students, or freshmen, begin enrollment in either the Fall or Spring semester. Beginning during Fall or Spring offers a better opportunity to become familiar with the University, the pace of academic study, and the ability to maintain the appropriate course sequence required for the degree. Some programs admit students during

specified terms only. Summer enrollment exceptions may be permitted on a case-by-case basis as determined by the Office of Admissions. Degree program requirements, immigration regulations and other factors may determine a student's enrollment term.

### **Credits**

Students may enroll for a particular number of semester hours or credits. Most courses earn three or four credits. A course that earns three credits means that a student will generally attend that class for three hours each week. All international students are required to be enrolled full time (12 hours or more for undergraduate students and 9 hours or more for graduate students) during the Fall and Spring semesters. Students must earn a minimum of 120 semester hours for most baccalaureate degrees. Graduate degrees vary in the number of hours required according to the individual program.

### **Financial Responsibility**

For I-20 purposes, international students are required by the US Immigration and Naturalization Service to show adequate proof of their ability to financially support themselves (and any dependents) for the duration of their studies in the US. International students are generally not permitted to be employed (except for restricted on-campus work) while studying in the US, and therefore need to ensure full financial support for their education. All applicants must submit proof of financial resources in US currency equivalent to the cost of attending Florida Gulf Coast University for one academic year (refer to the Estimated Expenses information). The **Financial Statement Form** must be completed and signed by an official of your financial institution (such as a bank) where your funds are deposited, or by a sponsor who will be legally responsible for your financial support. **The Financial Statement form must be submitted in its original form. No photocopies will be accepted. This document should be dated no more than six months prior to the intended date of enrollment.**

### **Scholarships and Financial Support**

International students are **not** eligible for any State of Florida or US Federal Financial Aid programs. However, international students may apply for other scholarships through the FGCU Financial Aid and Scholarships Office. For more information on FGCU scholarships, please visit the financial aid website: <http://www.fgcu.edu/AS/FinancialAid/Undergraduate/scholarships.html> or contact the office at (239) 590-7920 or by email at [FASO@fgcu.edu](mailto:FASO@fgcu.edu). International Students from certain countries may apply for partial tuition exemptions through Florida's State University Systems' Linkage program. Information on these tuition waivers is available from the FGCU International Services office. For more information on these waivers, please visit [www.fgcu.edu/international](http://www.fgcu.edu/international) or contact the office at (239)-590-7925 or by email at [internationalservices@fgcu.edu](mailto:internationalservices@fgcu.edu). International students may also want to seek scholarships and other forms of financial support from their home country governments, employers, family, and/or foundations associated with the student's selected field of study.

### **Transfer Students**

You are considered to be a "transfer student" if:

1. You are currently enrolled in another US higher education academic institution
2. You are moving from undergraduate to graduate level at FGCU
3. You are seeking a second degree at FGCU

To transfer to FGCU, you should have been pursuing a full course of study (12 undergraduate hours or 9 graduate hours) in your former program or be on authorized practical training. Otherwise, you are "Out Of Status" and must apply to the US Citizenship & Immigration Services (USCIS) for reinstatement to F-1 status which, if granted, will allow you to request enrollment at FGCU as F-1 status.

### **Visa Clearance Form**

You will need a **Visa Clearance Form** verifying your visa status if you are a transfer student currently attending a US high school, college or university. This form **must** be signed by the Designated School Official (DSO) at your current institution and be sent in a sealed envelope to the Admissions Office at FGCU. To download the **Visa Clearance Form**, please go to <http://www.fgcu.edu/Admissions/Prospective/visa.html>

### **Medical Insurance**

International students are required to carry a personal medical insurance program that meets the requirements of the State of Florida. **Proof of medical insurance is not needed for admission purposes, but must be provided to the University prior to registration for classes.** Information on an approved medical insurance program can be obtained from the International Services office. Students who currently have a medical insurance policy must demonstrate to FGCU that the policy meets the requirements of the State of Florida.

### **Housing and Transportation**

International students are encouraged to consider living on-campus. Living on-campus promotes the student's involvement in both the academic and social communities of the University. For more information on living on campus, please visit Housing and Residence Life at [www.fgcu.edu/housing/](http://www.fgcu.edu/housing/), or contact the office at (239) 590-1700 or by email at [housing@fgcu.edu](mailto:housing@fgcu.edu). International students may also arrange their own accommodations in area apartments, with relatives or with an US sponsor. A sponsor who hosts an international student should sign the **Financial Statement Form** to verify that they are providing the room and board as a form of financial support to the student.

Students living off-campus will need to provide their own transportation to the FGCU campus. Public transportation is available. International students who plan to drive their own automobiles are responsible for meeting all driver's license, registration, and insurance requirements for the State of Florida.



**Estimated Expenses for International Students  
2017-2018**

*A certificate of eligibility (I-20) will not be issued until proof of sufficient funds is verified by the student's financial institution and/or sponsor.*

**Note: It is estimated that expenses will increase by 10% each year.**

Estimated Expenses for 2017-2018		Undergraduate living with parent or local sponsor	Undergraduate self- supporting	Graduate
Medical Insurance		2,141	2,141	2,141
Books and Supplies		1,200	1,200	1,200
Tuition and Fees		20,370	20,370	23,592
Personal Expenses		1,700	1,700	1,700
Transportation		1,700	1,700	1,700
Housing and meals (Room and Board)	Student contribution	4,836	9,672	9,672
	SUBTOTAL	31,947		
	Sponsor*	4,836*		
<b>TOTAL (US dollars)</b>		<b>\$36,783</b>	<b>\$36,783**</b>	<b>\$40,005**</b>

\*Submit Sponsor's Financial Support Statement indicating a maximum of US \$4,836 of support by providing housing and meals. Note: the person sponsoring you must be from our local area, not abroad.

\*\*International students are required to maintain a full academic course load each semester (minimum of 12 undergraduate hours or 9 graduate hours.) Estimated expenses are based on the yearly required course loads.

Additional funds are required for any dependents who accompany you. For a nine (9) month period, the US requires \$6,000 for each dependent. For a twelve (12) month period, the US requires \$9,000 for each dependent.



## Financial Support Verification Letter from Bank

### **INSTRUCTIONS:**

Please refer to the **Estimated Expenses for International Students** form for exact costs based on graduate, undergraduate and sponsor factors. **ALL figures MUST be in US (dollars).** Foreign currency figures **ARE NOT** acceptable. The **Financial Support Verification Letter** can be submitted **instead** of the **Financial Support Statement**. **It must be an original document on a bank or financial firm's letterhead. *This document should be dated no more than six months prior to the intended date of enrollment.***

The **Financial Support Verification Letter** *must* include the following (**please use this as a guide**):

**Date (day/ month/year)**

**Re: Sponsoring (name of student to attend Florida Gulf Coast University)**

**To : International Admissions  
Office of Undergraduate Admissions  
Florida Gulf Coast University  
10501 FGCU Boulevard South  
Fort Myers, FL 33965-6565**

I / We certify that (**Name of account holder**) currently has a minimum of US \$ (**total amount of funds required for you to attend the university for one year**) in an account with our firm, to be applied to educational expenses for (**Name of student**) to attend Florida Gulf Coast University beginning (**date or term you intend to enroll**).

**Sincerely,**

(Signature of bank/Financial Officer)  
(Print Name of Bank/Financial Officer)  
(Address and Telephone number)



## Financial Support Statement from Sponsor

**INSTRUCTIONS:**

Please refer to the **Estimated Expenses for International Students** form for exact costs based on graduate, undergraduate, and sponsor factors. Be certain to enter the correct amount in the spaces provided. **All figures MUST be in US currency (dollars).** Foreign currency figures **ARE NOT** acceptable. *This document should be dated no more than six months prior to the intended date of enrollment, and should include a copy of a bank statement to verify funds.*

The **Financial Support Verification Letter** must include the information in the form below.

\_\_\_\_\_  
**Date (day/month/year)**

Re: Sponsoring \_\_\_\_\_  
**Name of student**

To: **International Admissions  
Office of Undergraduate Admissions  
Florida Gulf Coast University  
10501 FGCU Boulevard South  
Fort Myers, FL 33965-6565**

I / We will financially support \_\_\_\_\_ for the minimum amount of  
**Name of student**

US \$ \_\_\_\_\_ to attend Florida Gulf Coast University, beginning

\_\_\_\_\_  
**Term Beginning Classes**

Sincerely,

\_\_\_\_\_  
**Signature of Sponsor**

\_\_\_\_\_  
**Printed name of Sponsor**

\_\_\_\_\_  
**Street Address**

\_\_\_\_\_  
**Telephone Number**

\_\_\_\_\_  
**City State Zip**

**FLORIDA GULF COAST UNIVERSITY**  
**INTERNATIONAL STUDENT VISA CLEARANCE/TRANSFER FORM**

**To be completed by international students transferring from a U.S. high school, college or university to FGCU.**

As a part of the application process to Florida Gulf Coast University, you must show that you are currently in legal status according to USCIS (U.S. Citizenship & Immigration Services) regulations. To verify your status, you must:

**Step 1: Complete Section I** of this form first

**Step 2: Your international advisor** at your current/previous school **must complete Section II**

**Step 3: Your international advisor must mail or fax the completed form** to FGCU's Admissions Office.

**IMPORTANT:** We cannot issue your I-20 for transfer until after your release date (the day you will complete your attendance at your current institution), and without receipt of this completed Visa Clearance/Transfer Form verifying that you are in status.

**Issuing your I-20 after the release date may take several weeks. Please allow ample time.**

**Section I – TO BE COMPLETED BY STUDENT**

I request and authorize my present international student advisor (or equivalent campus officer) to provide the information below as part of my application for admission to Florida Gulf Coast University.

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Signature	Date	U.S. Social Security Number (leave blank if you do not have one)	Expected FGCU Entry Date
<hr style="border: none; border-top: 1px solid black;"/>			
Student's Name _____		_____	
(As it appears in passport) Last Name/Family Name/Surname \Given Name		Country of Citizenship	
<hr style="border: none; border-top: 1px solid black;"/>			
Present Address _____			
Street and Apartment Number		City and State	Zip Code Phone Number

**Section II - TO BE COMPLETED BY THE INTERNATIONAL STUDENT ADVISOR:**

Student's I-94 Admission Number: \_\_\_\_\_ Expiration date \_\_\_\_\_ or D/S \_\_\_\_\_  
Date of last entry into the United States: \_\_\_\_\_

Student's SEVIS ID Number: \_\_\_\_\_ SEVIS Release Date: \_\_\_\_\_

Last term student was enrolled full time at your institution \_\_\_\_\_ Specify Campus/Branch \_\_\_\_\_  
(if university has multiple campuses)

**To the best of your knowledge, is/was this student in status as an F-1 Student and eligible for notification of transfer?** \_\_\_ Yes \_\_\_ No    **If not, please explain:** \_\_\_\_\_  
\_\_\_\_\_

Has the student ever been granted any kind of practical training? \_\_\_ Yes \_\_\_ No  
If so, please identify kind and duration  
\_\_\_\_\_

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

<hr style="border: none; border-top: 1px solid black;"/>	<hr style="border: none; border-top: 1px solid black;"/>	<hr style="border: none; border-top: 1px solid black;"/>
Signature of School Official (or DSO)	Date	Printed Name/Title
<hr style="border: none; border-top: 1px solid black;"/>		
Name of Institution	Address/ City/State/Zip Code	Telephone Number

**UNDERGRADUATE:** Florida Gulf Coast University  
Office of Undergraduate Admissions  
FAX: 239-590-7894 10501 FGCU Blvd. South  
Fort Myers, FL 33965-6565

**GRADUATE:** Florida Gulf Coast University  
Office of Graduate Studies  
10501 FGCU Blvd. South FAX: 239-590-7843  
Fort Myers, FL 33965-6565

For questions regarding this form, please call:

Office: 239-590-7878

Office: 239-590-7908