



CAPE COD
COMMUNITY
COLLEGE

Powerful Futures Start Here

INTERNATIONAL STUDENT

APPLICATION PACKET | FALL 2023/SPRING 2024



CONTENTS:

Estimated Budget for International Students	2
International Student Application Materials	3
Acceptance Process	4
International Student Application for Admission	5
I-20 Application Form	6
Address/Emergency Form	7
Affidavit of Financial Support Form	8
Affidavit of Free Room and Board Form: YEAR ONE	9
Affidavit of Free Room and Board Form: YEAR TWO	10
Maintaining your F-1 Status	11
Transfer Report (for students previously enrolled	12
Application deadlines for international students: Fall 5:00 p.m. on June 15 Spring 5:00 p.m. on November 15	

AFFIRMATIVE ACTION STATEMENT

Cape Cod Community College is an affirmative action/equal opportunity employer and does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, veteran status, genetic information, gender identity or sexual orientation in its programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964 and other applicable statutes and College policies. Cape Cod Community College prohibits sexual harassment, including sexual violence. Inquiries or complaints regarding the Americans with Disabilities Act, the Rehabilitation Act and related statutes and regulations shall be directed to the College’s Affirmative Action Officer, at the number and address below. Inquiries or complaints concerning discrimination, harassment, retaliation or sexual violence shall be referred to the College’s Affirmative Action Officer and Title IX Coordinator, Associate Vice President, Human Resources, P. Paul Alexander, located in the Nickerson Administration Building, (508)362-2131 x4307, the Massachusetts Commission Against Discrimination, the Equal Employment Opportunities Commission or the United States Department of Education’s Office for Civil Rights.

Estimated Budget for International Students

Tuition, Fees (Academic Year) \$13,380.00

Based on the legal requirement that international students must be full-time students with 12 credits in the fall and spring semesters.

*For a complete breakdown of costs, please visit <https://www.capecod.edu/tuition>

Books and Supplies \$ 1,250.00

Living Expenses** \$15,735.00

Assumes you are sharing an apartment with other students and includes basic utilities, transportation, food and recreational allowance.

**If you have guaranteed free room and board by a sponsor, your sponsor must complete the Sworn Statement of Free Room and Board.

Health and Medical Insurance \$3,599.00

All international students are required to participate in a comprehensive health insurance plan. It is a basic policy that covers you if you are sick or if you need emergency medical services. If you have health insurance from another source, you can waive this fee by showing proof.

Estimated Total Cost \$33,964 .00

- If you have a spouse with and/or children, add \$5,000 for each person.
- Cape Cod Community College requires students to purchase health insurance through the College, You will automatically be enrolled for this health insurance. DO NOT purchase a private health insurance plan in or outside the United States.

Cape Cod Community College Admissions Office

2240 Iyannough Road
West Barnstable, MA 02668 774 330 4311

International Student Application Materials

International student applicants must submit all required application materials no later than 5:00pm on November 15, 2023 for spring entry and June 15, 2023 for fall entry. The following application materials must be submitted to the Admissions Office to be considered for admissions:

- Completed Cape Cod Community College General Online admissions application
- Completed International Student Admission Application, which includes:
 1. International Student Application Packet
 2. I-20 Application Form
 3. Address/Emergency Form
 4. Notarized official high school courses transcript or foreign equivalent, submitted as originals OR certified copies. If documents are not in English, an official translation must be submitted along with your documents. Foreign documents must be evaluated and translated by a US evaluation company like the Center for Educational Documentation (CED) www.cedevaluations.com or World Education Services (WES): www.wes.org or Spantran: Spantran pathways- Cape Cod CC (Offers discounted services)
 5. If English is not your first language, you are required to provide proof of your English Proficiency:
 - a. Official TOEFL scores sent to us directly from Educational Testing Service www.ets.org/toefl (CCCC code: 3289) Minimum scores: 68 (IBT), 520 (written), 190 (computer)
 - b. Official IELTS score sent to us directly from <https://www.ielts.org/>. Minimum score: 6
 - c. Official Duolingo scores sent to us directly from <https://englishtest.duolingo.com/>. Minimum score: 96
 6. Copy of your current I-20, as well as any previous I-20s issued to you, if applicable
 7. Copy of your current visa and I-94 card, as well as any extensions or previous changes of visa status since your last entry into the United States
 8. Affidavit of Financial Support Form (notarized)
 - a. Official Bank Letter verifying funds available. The amount must be a minimum of \$33,964 USD. The bank must certify funds in US dollars.
 - b. An Official Bank Statement dated within the last six months showing available funds.
 9. Affidavit of Free Room and Board Form YEAR ONE and YEAR TWO must be submitted stating that your host/sponsor(s) will be responsible for your educational and living expenses for the duration of your studies at Cape Cod Community College.
 10. Completed Physicians Immunization Verification Card/Information
 11. Copy of Passport

If you are transferring from another US institution, you must submit a completed International Student Transfer Report. Your completed international student application packet (which includes all required materials above) must be sent to:

Cape Cod Community College Admissions Office

2240 Iyannough Road
West Barnstable, MA 02668

Acceptance Process

If accepted for admission to Cape Cod Community College, you will need to apply for an F1 visa in your home country. Once accepted, Cape Cod Community College will send you the I-20 form with your acceptance letter indicating that you are eligible for a F1 visa.

To apply for your F-1 Visa:

1. Pay SEVIS fee. Visit: <https://www.fmjfee.com/i901fee/index.html>
2. Schedule an appointment with the U.S. Embassy.
3. Go to a United States Embassy or Consulate to apply for a student (F-1) visa.

Make sure you have all the required documentation for your visa interview, including your Affidavit of Support, your sponsor's official financial statement, the I-20 and the acceptance letter from Cape Cod Community College, and your valid passport.

For more information on obtaining your student visa, review the Study in the States website: <https://studyinthestates.dhs.gov/>

For additional information and to find a Visa Advising Center near you to assist you, visit the EducationUSA website: <https://educationusa.state.gov/>

Application deadlines for international students:

Fall June 15 **Spring** November 15

Placement Testing: All students are required to take a placement test in English and Mathematics upon entrance to 4Cs. with an F1 visa. If you are an F1 student currently in the U.S., we recommend that you apply and take a placement test as soon as possible to determine your eligibility to a degree program. For more information about placement test, please visit: <https://www.capecod.edu/studentreadiness>

We are testing remotely using Zoom and in person by appointment.

Cape Cod Community College Admissions Office

2240 Iyannough Road

West Barnstable, MA 02668 Phone: 774 330 4311

FAX: 508 375 4089

EMAIL: admissions@capecod.edu

International Student Application for Admission

Please refer to the Admissions Checklist for mailing instructions. Please use black or blue ink.

DATE OF APPLICATION: _____

Last Name/Family Name First Name Middle Name (If Any)

Semester you plan to start at Cape Cod Community College **Fall** (September) **Spring** (January)

Are you currently in the US? Yes No

If you are in the US, list the type of visa stamped in your passport: Visa Issue Date: _____ Visa Expiration Date: _____
I-94 Arrival Date: _____ I-94 Expiration Date: _____

List High School You Have Attended/Graduated:

Name Of High School _____ Year Started _____ Year Graduated _____

List any colleges and/or post high school institutions you have attended:

Name of College _____ State _____ Country _____

Name of College _____ State _____ Country _____

Highest degree earned:

High School (or equivalent) Associates degree Bachelor's degree

Please check one:

First time enrolling at any college for credit Transfer from another college or university R

Returning to CCCC from an absence, non-graduate? Yes No

Are you requesting transfer credit? Yes No

To which Associate Degree program are you applying? _____

Do you plan to transfer to a four-year college? Yes No

I certify that all information stated on this application is accurate and complete.

Student's signature _____ Date _____

I-20 Application Form

Please refer to the Admissions Checklist for mailing instructions. Please use black or blue ink.

Please also include a copy of your passport, and your child's birth certificate or spouse's marriage certificate (required for dependents) with this form. A current bank statement, providing evidence of a minimum of USD \$33,964 per year to support your study must be attached to the Affidavit of Support Form. The I-20 form will only be issued after the Admissions Office has received all required documents. If you have dependents who will need the F-2 visa, please provide their names, date of birth, and relationship to you on a separate sheet. An additional USD \$5,000 per year per dependent must be included in your bank statement.

Date Of Application: _____ Date Of Birth: _____
Month/Day/Year Month/Day/Year

Last Name/Family Name First Name Middle Name (If Any)

Home Country Address (Required)

United States Address (If Any)

Street Apartment #

Street Apartment #

City/State/Country/Postal Code

City/State/Country/Postal Code

Telephone

Telephone

Email Address

Gender: Female Male

Student's Date Of Birth: _____

Country Of Citizenship

Country Of Birth

Where should we send the I-20? Home Country US Address Will Pick Up

Semester You Plan To Start At Cape Cod Community College: Fall (September) Spring (January)

Associate Degree Program Of Study

Students Currently In The U.s. Must Answer The Following Questions:

If You Currently Hold A Visa To Be In The Us, What Type Of Visa Do You Hold? _____

Expiration Date Of Visa? _____

Address/Emergency Form

NAME (PLEASE PRINT):

STUDENT ID# (Office Use Only)

LAST NAME/FAMILY NAME

FIRST NAME

MIDDLE NAME (if any)

EMERGENCY CONTACT

In your home country

In the United States

NAME

NAME

STREET

STREET

APARTMENT #

APARTMENT #

CITY/STATE/COUNTRY/POSTAL CODE

CITY/STATE/COUNTRY/POSTAL CODE

TELEPHONE

TELEPHONE

MOBILE PHONE

MOBILE PHONE

EMAIL ADDRESS

EMAIL ADDRESS

HOME COUNTRY ADDRESS:

STREET ADDRESS

APARTMENT #

CITY

STATE COUNTRY

POSTAL CODE

Do you have an immigration situation we should be aware of? Yes No

If yes, please explain: _____

Do you have any medical conditions we should be aware of? Yes No

If yes, please explain: _____

Affidavit of Financial Support Form

Please refer to the Admissions Checklist for mailing instructions.

International students or their sponsors must provide evidence of sufficient funds available to financially support two semesters of study at Cape Cod Community College per year. This affidavit must be signed by the sponsor, authorized by a bank official or individual authorized to certify documents and stamped or sealed by a notary public (not the bank official/authorizing individual). An original letter with an official signature on bank letter-head must also be submitted. The letter should verify a current account balance, in US dollars, with a minimum of \$33,964 (USD) and indicate whether the account is in good standing.

PLEASE PRINT

I, _____ who reside at _____
Name Address

Being duly sworn, depose and say that it is my intent to support _____
Student name

In the amount of \$ _____
(USD, United States dollar)

who resides at _____
Student address (home country)

and comes to the United States to study at Cape Cod Community College and resides at _____
(Student's U.S. address, if known)

I have enclosed proof of this funding in the form of an original statement letter from a bank, dated within the past six months, showing funds in USD. I further certify that these funds are readily accessible for use in the United States.

Sponsor's signature _____ Date: _____

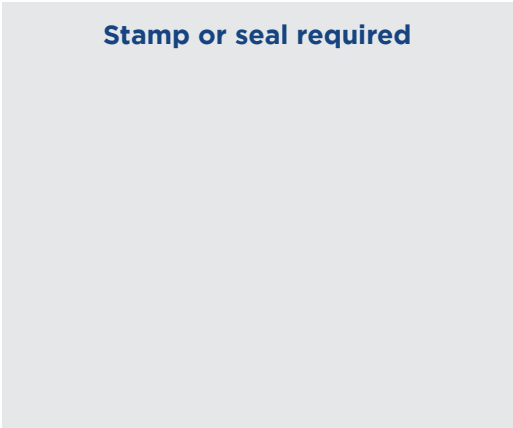
Please note that Cape Cod Community College requires an original bank statement letter from a bank. If you need to retain an original copy, please request multiple original copies from your bank or sponsor.

Signature and statement signed and sworn before me

Signature of Notary Public, bank official

Address, location

Date



Affidavit of Free Room and Board Form: YEAR ONE

International students or their sponsors must provide evidence of sufficient funds available to financially support two semesters of study at Cape Cod Community College per year. They must submit this Affidavit for each year of study. This affidavit must be signed by the sponsor, authorized by a bank official or individual authorized to certify documents and stamped or sealed by a notary public (not the bank official/authorizing individual). An original letter with an official signature on bank letterhead must also be submitted. The letter should verify a current account balance with a minimum of \$33,964 (USD) and indicate whether the account is in good standing.

PLEASE PRINT

I, _____ promise that _____
Sponsor Name Student Name

and _____ will live free of any charge with me in my home for every year of study that
Dependent's Name
he/she attends Cape Cod Community College.

Home Address

City State Zip Code

Home Phone Mobile Phone

Email :

Relationship to Student: Parent/Spouse/Relative/Friend

I understand this is a legal document. By signing and notarizing this paper, I am liable for providing this student with a place to live free of charge for every year of her/his study. I will not require any type of service for this benefit.

- _____ 1. A copy of my rent agreement or rent receipt OR
_____ 2. A copy of the deed of ownership to my residence or property tax bill.

I swear that the information I have provided above it true and correct.

Signature of Sponsor _____ Sworn and subscribed before me on this day _____

Signature of Notary _____

Affidavit of Free Room and Board Form: YEAR TWO

International students or their sponsors must provide evidence of sufficient funds available to financially support two semesters of study at Cape Cod Community College per year. They must submit this Affidavit for each year of study. This affidavit must be signed by the sponsor, authorized by a bank official or individual authorized to certify documents and stamped or sealed by a notary public (not the bank official/authorizing individual). An original letter with an official signature on bank letterhead must also be submitted. The letter should verify a current account balance with a minimum of \$33,964 (USD) and indicate whether the account is in good standing.

PLEASE PRINT

I, _____ promise that _____
Sponsor Name Student Name

and _____ will live free of any charge with me in my home for every year of study that
Dependent's Name
he/she attends Cape Cod Community College.

Home Address

City State Zip Code

Home Phone Mobile Phone

Email :

Relationship to Student: Parent/Spouse/Relative/Friend

I understand this is a legal document. By signing and notarizing this paper, I am liable for providing this student with a place to live free of charge for every year of her/his study. I will not require any type of service for this benefit.

_____ 1. A copy of my rent agreement or rent receipt OR
_____ 2. A copy of the deed of ownership to my residence or property tax bill.

I swear that the information I have provided above it true and correct.

Signature of Sponsor _____ Sworn and subscribed before me on this day _____

Signature of Notary _____

Maintaining Your F-1 Status

As an F-1 student, you will be admitted to the United States for "Duration of Status." You are permitted to stay in the United States as long as you maintain your F-1 status by fulfilling the requirements of being an F-1 student. If you won't comply with the rules outlined below, you will lose F-1 status.

U.S. Citizenship and Immigration Services (USCIS) requires that you must follow the regulations listed below in order to maintain your student status:

- Enroll and maintain a minimum of 12 credits every Fall and Spring semester. F-1 students may enroll only for one distant learning class per semester. **(This is currently suspended by DHS/USCIS due to the COVID-19 pandemic.)** If you fall below 12 credits, you must notify your DSO. Failure to do so means you will lose your F-1 status and must apply for reinstatement or leave the United States immediately.
- You may withdraw from a class, only after you obtain an written approval from the Designated School Official (DSO), the Dean of Enrollment Management and your Advisor.
- Maintain satisfactory progress (overall GPA of C or better) towards completing the course of study.
- Report any changes of address, program of study, sponsorship, or name change to the DSO within ten business days.
- Maintain a valid passport at all times.
- Work only on campus.
- Apply for a program extension if you cannot complete your degree by the ending date listed on your SEVIS I-20. You must apply for the extension 45 days before the expiration date.

I certify that I have read the above statements about maintaining my F-1 status in the United States. I realize that it is my responsibility to understand and follow regulations pertaining to my legal rights.

Student Signature

Student Name (please print)

Student ID number

Date

Transfer Report

Please read this form carefully and sign in the space provided. Then give it to your International Student Advisor at the institution you are currently attending or last attended. The International Student Services Office must receive this form before an I-20 can be issued.

I, _____, grant permission for the information on this form to be released to Cape Cod Community College.

Student name _____ Date of Birth _____

This section is for the International Student Advisor at the institution you are currently attending or last attended. Please note that Cape Cod Community College will not accept completed or terminated records. Please scan this completed document and email to: **admissions@capecod.edu**

I would like my student records to be transferred to:
Cape Cod Community College **SEVIS campus code BOS214F00607000**
2240 Iyannough Road
West Barnstable, MA 02668

Date of most recent enrollment: _____

Is the student eligible to continue at your institution? YES NO

To your knowledge, has the student met all obligations to the Department of Homeland Security? YES NO

To your knowledge, has the student met all financial obligations to your institution? YES NO

SEVIS ID number _____

SEVIS Transfer Release Date: _____

International student advisor's name Title _____

Name of Institution _____

Mailing Address _____

Email Address Telephone Number _____

Signature _____ Date _____

Additional Comments: _____