



Dear Prospective International Student,

Thank you for your interest in Black Hawk College! This packet contains everything you need to apply for admission, the form I-20, and to Black Hawk College's scholarship for international students, and much more.

Your first step is to submit the following to Black Hawk College:

- application for admission
- high school transcripts (translated into English), and
- financial statements.

Please see the forms included in this packet for each step. Specific regulations regarding full-time enrollment and related issues are mandated for students studying with an F-1 Student Visa in the United States.

Second, after we have received the required documentation and accept you as a student, we will then send you all the paperwork, including your Form I-20 issued by Black Hawk College, which you must take to your embassy or consulate and apply for a student visa to enter the United States. Obtaining a visa can take several weeks, so please complete your paperwork as early as possible.

When you arrive at Black Hawk College, you will take the Michigan Test of English Language Proficiency, as well as the TOEFL Exam. You will also participate in an orientation program that guides you through important steps and paperwork. You may find additional useful information at <http://www.bhc.edu/international-students>, so please review this site thoroughly.

If I can provide any additional information or assistance, please do not hesitate to contact me at [bjorganh@bhc.edu](mailto:bjorganh@bhc.edu).

Sincerely,  
Heather Bjorgan  
Dean of Enrollment Management, Primary Designated School Official  
(309) 796-5345

**Where to send your documents.** All original documents submitted by an international student must be mailed to the following address:

Heather Bjorgan  
Enrollment Services  
Black Hawk College  
6600 34<sup>th</sup> Avenue  
Building 1, Office #373  
Moline, IL 61265-5899 USA



### **Application Deadlines**

The deadline for admission application and documents used to obtain the Form I-20 are as follows:

- For entry in the Fall semester (mid-August): **April 1**
- For entry in the Spring semester (early January): **October 1**
- For entry in the Summer term (early June): **February 1**

The deadline is the date by which we must have all required documents in hand. If your paperwork reaches us after the deadline, we will process your application for the following semester. (For example, if your paperwork reached us in May, we will process your application for the next fall semester, rather than the summer term.) Students are **not allowed** to enter late, but must report to Black Hawk College on or before the date stated on their Form I-20.

### **About Black Hawk College**

Black Hawk College is an ideal institution for international students seeking an extensive international population in the college and surrounding community. Moline is one of several cities grouped together and known as the “Iowa-Illinois Quad Cities.” Several of the cities are small, with a population of approximately 45,000 people each, so the small-town character of Mid-Western life is preserved. In combination, however, these cities have a population of 350,000; therefore, we have many of the amenities of larger cities, but without some of the problems larger cities may have.

Black Hawk College has an enrollment of approximately 4,500 students and is predominately a commuter campus. This means that our students do not live in dorms, but commute from the surrounding community. We also have a wide variety of support programs to help students reach the goals that have brought them here.

Please visit our website at [www.bhc.edu/international-students](http://www.bhc.edu/international-students) and study the information carefully. You will find links to sites that give you information about the Quad Cities and surrounding area.

Black Hawk College students have the option to live at the Villas at Black Hawk, which are student apartments specifically for college students. If you are interested in living in this type of housing, please visit their website at [www.LiveAtBHC.com](http://www.LiveAtBHC.com) to download an application and to learn more, or **mark the appropriate section in the checklist in this packet** and we will send you information.

## **About Transportation**

Transportation in the U.S. is very different from that of most other countries. This has to do with the size of the country compared to the size of the population, and due to the fact that outside of many people who live in major cities, almost everyone owns a car. The Illinois Quad Cities, of which Moline is a part, has a bus system that lets you connect to most other parts of the Quad Cities, as long as you remain in Illinois. The Mississippi River (which flows through the Quad Cities) is the boundary between the states of Iowa and Illinois. Hosts must live in one of the Illinois Quad Cities (Rock Island, Moline, East Moline, and Silvis), so that students are guaranteed to have a bus connection to the College.

While the bus system is very inexpensive, students may experience some element of inconvenience, particularly on weekends and evenings, when buses run less frequently than during the weekdays. Metrolink, which is the bus system that services the Illinois Quad Cities, is a recipient of the American Public Transportation Association's 2012 Outstanding Public Transportation System award. This prestigious award is given to only three cities (per category) each year. To see maps and routes and learn more about Metrolink, please visit their site on [www.gogreenmetro.com](http://www.gogreenmetro.com).



# International Student Application for Admission

*Improving Life Through Learning*

**Quad-Cities Campus, Enrollment Services**  
6600 34th Avenue, Moline, IL 61265-5899  
309-796-5300 Toll Free: 800-334-1311  
Fax: 309-796-5209

**East Campus, Enrollment Services**  
26230 Black Hawk Road, Galva, IL 61434  
309-854-1703 Toll Free: 800-233-5671  
Fax: 309-856-6005

## Please Read This Carefully Before Completing Your Application

The Black Hawk College (BHC) admissions policy does not assure admittance of an individual student to a particular course or program. Some students may be required to enroll in specific courses, and others may be denied admission to a requested program because of space limitations. Persons under 18 years of age who have not completed high school must meet specific guidelines.

**There is a nonrefundable \$20.00 application fee. This fee must be paid prior to submission of application.**

Tuition rates are determined by the LEGAL RESIDENCE of the student. Residence is defined as the place where the student lives and which is the student's true permanent home. Please consult the current BHC Catalog for specific residency information.

If you reside in Illinois, but not within the BHC District and you want to enroll in a program that your community college does not offer, you may receive partial payment of out-of-district tuition. To do this, you must submit a letter of authorization from the community college in your home district.

**REQUIRED CREDENTIALS: High School or GED Transcripts in English:** Students should check specific program requirements and athletic eligibility requirements to determine if the final high school transcript is required.

**College Transcripts:** An official transcript must be sent directly to BHC from all colleges attended if the applicant wants to use previous college course work for course placement or credit transfer. Evaluation of transfer credit will be conducted upon written request of the applicant.

**Assessment:** Before enrolling, applicants need to take an assessment test and complete orientation if planning to enroll in or accumulate six credit hours or more. Some classes require a specific test score prior to enrollment, and all students must meet the prerequisites for courses.

**Applicants for Health Career Programs Must Meet Additional Requirements.** For information, please consult the BHC Catalog. Specific contacts for each program are given in the individual program descriptions.

**International Students:** Students who are not U.S. citizens or permanent residents must contact the International Student Program Coordinator. Please call 309-796-5340. Students for whom English is a second language must contact the English as a Second Language Coordinator and take the English as a Second Language placement tests.

**myBlackHawk:** The college web portal at <http://myblackhawk.bhc.edu> provides a convenient way for students to access their ID number, personal e-mail account, course information, student records, registration, payment, financial information, special announcements and more.

**Student ID:** Students are assigned a BHC ID number. Use of this ID helps safeguard the confidentiality of your personal information. The ID number will assist you with obtaining available services at the college. A BHC photo ID is required.

**Disability Accommodations:** BHC is committed to making its services, programs and activities equally available to people with disabilities recognized by the Americans with Disabilities Act. Please call 309-796-5900, Quad-Cities Campus, or 309-854-1713, East Campus for more information.

Black Hawk College will make all educational and personnel decisions without regard to race, color, religion, gender, sexual orientation, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, or status as a disabled veteran or Vietnam era veteran, except as specifically exempted by law.

If you need an accommodation based on disability to fully participate in a program/event, please contact Disability Services at Quad-Cities Campus, 309-796-5900, or East Campus, 309-854-1713. Please allow sufficient time to make arrangements.

Students, faculty and staff at BHC participate in a variety of activities designed to assess and improve student learning and to bring about institutional change. Examples of such activities may include placement testing, surveys, collecting random samples of student work, exit testing, and portfolio evaluation.

## CURRICULUM SELECTION GUIDE

**TRANSFER CURRICULA** are designed for the student planning to transfer to a senior college or university with the objective of achieving a bachelor's degree.

### CODE CURRICULUM

1045 Associate in Arts  
 1545 Associate in Science  
 7519 Associate in Science – Agriculture Transfer  
 1245 Associate in Fine Arts

**CAREER CURRICULA** are designed for the student planning to prepare for a specialized area leading to employment after completion of training. Some of the credits in the Career Curricula may be transferred to a senior college or university (based upon the institution's requirements).

CODE	CURRICULUM (2 years)	CODE	CURRICULUM (less than 2 years)	CODE	CURRICULUM (less than 2 years)
5465	Accounting	5728	A+ Prep Certificate*	5884	Manufacturing Processes Certificate
5268	Administrative Assisting	5831	Accounting Clerk	5864	Medical Assisting Certificate
†9142	Agribusiness Management	5768	Administrative Office Support Certificate	5586	Medical Billing Specialist Certificate
†9143	Agribusiness Management -Crop Protection Technology option	5717	Advanced Large Animal Tech Certificate*	5584	Medical Coding Specialist Certificate
9242	Agribusiness Management – Horticulture option	5817	Advanced Vet Office Management Certificate*	5588	Medical Office Receptionist
†9081	Agriculture Mechanics Technology	5717	Advanced Large Animal Tech Certificate*	5124	Music Industry Certificate
†9141	Agriculture Production Technology	5817	Advanced Vet Office Management Certificate*	5658	Network+ Prep Certificate*
5456	Associate Degree Nursing	†9583	Agriculture Mechanics	5679	Network Administrator Certificate
†9298	Automotive Repair Technology	†5513	Air Conditioning Specialist*	5578	Network Technician
9465	Business Information Technology	†9541	Animal Science*	5865	Patient Care Assistant Certificate
5135	Business	5967	Art Technology Certificate	5849	PC Application Programmer Certificate
5159	Child Development	5761	Assistant Teacher Certificate*	5666	Practical Nursing Certificate
5378	Computer Information Technology	5796	Auto CAD	5783	ProE Certificate
5149	Criminal Justice Technology	†5710	Automotive Repair	9597	Small Business Management*
5039	Emergency Medical Services – Paramedic	5595	Banking and Finance	†9544	Swine Production*
5187	Engineering Technology	5566	Basic Nurse Assistant Training*	5735	Team Leader
†9096	Equestrian Science	†9543	Beef Production*	5746	Web Developer Certificate
5099	Financial Services Management	†5512	Brake Specialist*	5755	Welding
5022	Fire Service Officer	5678	Business Information Technology	5765	Welding – Gas Metal Arc
1111	General Occupational & Technical Studies	5868	Business Software*	5760	Welding – Shielded Metal Arc
5292	Health Information Management	5983	CNC Manufacturing Certificate	†5514	Wheel Alignment/Suspension
†9099	Horse Science Technology	5982	Intro to CNC Manufacturing	5117	Veterinary Assisting
5179	Physical Therapist Assistant	5749	Criminal Justice Tech Certificate		
5071	Radiologic Technology*	5762	Early Childhood Educator Certificate*		
5173	Surgical Technology	5639	EMT: Paramedic		
5017	Veterinary Technology	5782	Engineering Technology Fundamentals Certificate		
5457	Visual Communication	†9599	Horse Science Technology Certificate		
		5869	Information Processor		
		5646	Information Technology Specialist		
		5531	International Trade		
		5774	Inventory Specialist		
		5875	IT Support Technician Certificate		
		5736	Lead Employee		
		5792	Logistics and Warehousing (10 hrs.)*		
		5793	Logistics and Warehousing (33 hrs.)		

If you are enrolling for one or several courses and do not intend to earn a degree or certificate, please choose a \*NDS (Non-degree-seeking) option:

- \*NDS-Tech/Industry – Welding, Manufacturing, Warehousing, Electrical, etc.
- \*NDS-Transfer – English, Speech, Art, Psychology, etc.
- \*NDS-VOC/Agriculture-Ag Mechanics, Ag Economics, etc.
- \*NDS-VOC Business/Office – Keyboarding, Word Processing, etc.
- \*NDS-VOC Health-Nursing Assistant Training, Health Information Management, etc.

† Major courses normally offered at the East Campus  
 \* Not eligible for most federal/state financial aid

College use only: Student ID \_\_\_\_\_ First term: \_\_\_\_\_

Social Security number: \_\_\_\_\_ Date of birth: \_\_\_\_\_  
(XXX-XX-XXXX) (Month) (Day) (Year)

Name: \_\_\_\_\_  
Last First Middle Initial Prefix Suffix

Name under which you last attended if different from above: \_\_\_\_\_

Any other previous names: \_\_\_\_\_

I am planning to attend the  Quad-Cities Campus (Moline)  East Campus (Galva)

First semester you plan to attend:  Fall (begins August)  Spring (begins January)  Summer (begins June)

Home address: Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_ Nation: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ E-mail address: \_\_\_\_\_

Please print clearly

The information collected in this section is used to comply with federal and state reporting requirements.

Sex:  Male  Female

Please check status:  Citizen of the U.S.  Permanent resident of the U.S.  
 Non-immigrant visa holder (must show I-94)  Other

Hispanic or Latino:  Yes  No

Racial Groups (select one or more):

- American Indian/Alaskan Native (20)
- Asian (10)
- Black Non-Hispanic (30)
- Native Hawaiian/Pacific Islander (70)
- White (50)

Primary Racial/Ethnic Group (select one):

- American Indian/Alaskan Native (20)
- Asian (10)
- Black Non-Hispanic (30)
- Hispanic or Latino (40)
- Native Hawaiian/Pacific Islander (70)
- White (50)

Is English your primary language:  Yes  No

Did either of your parents graduate from a four-year college or university?  Yes  No

Would you like information about accommodations available to students with disabilities recognized by the ADA?  Yes  No

Are you a veteran or current member of the U.S. Armed Forces?  Yes  No

Are you the spouse or dependent child of a U.S. Armed Forces member or veteran?  Yes  No

High school last attended: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Complete one:

High school graduation date (or anticipated date): \_\_\_\_\_ / \_\_\_\_\_  
Month Year

GED year (or anticipated date) received: \_\_\_\_\_ / \_\_\_\_\_  
Month Year

Home school (If high school diploma was completed through a home school program): \_\_\_\_\_ / \_\_\_\_\_  
Month Year

**Admission requirements for students entering Transfer (AA and AS) Degree Programs**

The Illinois Board of Higher Education has established the following high school course requirements for all students who graduated in May 1993 or later, who are entering Transfer (AA and AS) Degree Programs. Students are to fill in the number of years completed in each subject below. The "In Progress" box should be checked if currently enrolled in a course.

College Admission Requirements (Years)	Coursework	High School Years Completed	In Progress
4	English		
3	Mathematics		
3	Social Studies		
3	Science		
2	Electives (Art, Music, Foreign Language, Vocational Technology)		

In total, how many semesters of Geometry have you completed in high school and college? \_\_\_\_\_

In total, how many semesters of Biology with a lab have you completed in high school and college? \_\_\_\_\_

Have you completed Biology courses in the last 5 years?  Yes  No

In total, how many semesters of Chemistry with a lab have you completed in high school and college? \_\_\_\_\_

Have you completed Chemistry courses in the last 5 years?  Yes  No

Did you take any BHC dual credit/enrollment courses before graduating from high school?  Yes  No

List all colleges previously attended:

Name of School	Location	Dates Attended		Degree
		From	To	
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**PROGRAM OF STUDY:**

Using the Curriculum Selection Guide and write the name and code of the program you plan to enter at Black Hawk College.

*\*Please note program status regarding financial aid eligibility.*

Program Name: \_\_\_\_\_ Code: \_\_\_\_\_

**Primary Reason for attending BHC:** (check one)

- \_\_\_ 01 Prepare for new or first occupational skills
- \_\_\_ 02 Improve present occupational skills
- \_\_\_ 03 Explore courses to decide on a career
- \_\_\_ 04 Prepare for transfer to four-year college or university
- \_\_\_ 05 Remedy basic skills deficiencies
- \_\_\_ 06 Pursue non-career, personal interests
- \_\_\_ 07 Prepare for high school diploma equivalency test
- \_\_\_ 08 Other or unknown

**ENROLLMENT OBJECTIVE:** (check one)

- \_\_\_ R4 Complete an Associate Degree
- \_\_\_ R3 Complete a certificate program
- \_\_\_ R1 Complete one or several courses but not enrolling for the purpose of obtaining a degree or certificate

**EDUCATIONAL LEVEL THAT WILL BE COMPLETED WHEN YOU TAKE YOUR FIRST BHC COURSE:** (check one)

- \_\_\_ 29 Attending High School
- \_\_\_ 30 GED
- \_\_\_ 35 High school diploma
- \_\_\_ 39 Some college (not at BHC)
- \_\_\_ 40 Certificate
- \_\_\_ 45 Associate degree
- \_\_\_ 50 Bachelor's degree
- \_\_\_ 60 Master's degree
- \_\_\_ 70 First professional degree
- \_\_\_ 80 Doctorate degree
- \_\_\_ 85 Other
- \_\_\_ 90 None

**EMPLOYMENT STATUS:** (check one)

- \_\_\_ 01 Employed full-time - 40 hours or more per week
- \_\_\_ 02 Employed part-time - more than 15 hours per week
- \_\_\_ 03 Employed part-time - 15 hours or less per week
- \_\_\_ 04 Homemaker
- \_\_\_ 05 Unemployed
- \_\_\_ 06 Other
- \_\_\_ 07 No Response

**PRESIDENTIAL SCHOLARS AWARD & ACTIVITY PARTICIPATION:** A limited number of Presidential Scholars Awards (full tuition covered) are available to students. Circle the Academic Award for which you would like to apply or the activities in which you are interested. The following are available at both Quad Cities Campus and East Campus unless otherwise noted:

Academic* (002)	Clubs/Organizations	Leadership Opportunities	Student Activities
Agricultural Judging (003) (East)	Diversity (028)	Livestock Judging (029) (East)	Student Government
Art (004) (QC)	Drama/Theatre (012) (QC)	Music (016) (QC)	Student Newspaper
Baseball (006) (QC)	Golf (Men) (014) (QC)	Soccer	Veterans Center
Basketball (M/W) (QC) (008)	Horse Judging (015) (East)	Softball (Women) (018) (QC)	Volleyball (Women) (024)

\*Presidential Scholars Awards are available to recent in-district high school graduates who graduate in the top 10% of their class. To receive consideration, this application and an official high school transcript showing your class rank after the 7th semester must be submitted by May 15th. Further details will be sent to you if you circle "Academic."

Students graduating early after 3 1/2 years of high school may receive the award for the spring semester following graduation if this application and a 6th semester transcript is received by December 1.

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**I hereby certify that the information provided on this application is complete and accurate. I understand that if it is found to be otherwise, it is sufficient for rejection or dismissal from this College. I understand that a nonrefundable \$20.00 application fee must be paid prior to submission of application.**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## International Student Applicant Checklist

**Please use this checklist to help keep track of your required paperwork.**

*Application for Admission*

I listed a Program of Study on page 4 of the application (choices are on page 2).

I signed the application form on page 5.

Include certified transcripts of high school/college records translated in English. **All incoming students must present TOEFL exam to determine level of English language proficiency. Placement exam will still be required upon arrival for registration of classes.**

*Application for Form I-20 - New Students*

I provided a street address and telephone number where the Form I-20 and accompanying documents can be sent.

*Affidavit of Financial Support*

Please note: if you have more than 1 sponsor, please make as many copies of the blank form as needed; if you are paying for your expenses yourself and have no sponsor, you do not need to complete the Affidavit of Financial Support form. You must submit documents showing that you have the required funds to live and study in the U.S. **Financial statements/documents must be translated in English with U.S. dollars currency and you must submit original copy of bank statement.**

If receiving grants or scholarships, enclose documentation showing the source and amounts of support granted.

-If applicable- *Affidavit of Sponsor Providing Free Room and Board.*

The *Affidavit of Sponsor Providing Free Room and Board* is notarized and includes a copy of the lease or title of their property.

Proof of Health Insurance. (required for international students)

Payment for mailing of the Form I-20 via DHL. See website for rates: <http://www.dhl.com>  
**Quotes will be sent via email at time when application is approved.**

I would like to receive a Villas packet for student apartments. Website: [www.LiveatBHC.com](http://www.LiveatBHC.com)



## Applying for the Form I-20

The pages that follow contain very important information about obtaining a Form I-20 and entering the United States, as well as transferring to our school from another school in the United States, while maintaining your F-1 Student Visa. **Please read it carefully.**

### RECEIVING A FORM I-20 ISSUED BY BLACK HAWK COLLEGE

**Unless we receive a full set of the original financial documents, Black Hawk College cannot issue a Form I-20 to an international student.** There are a number of strict rules for issuance of a Form I-20 by Black Hawk College, as stated below.

### BELOW ARE RULES TO FOLLOW IN ORDER TO HAVE A FORM I-20 ISSUED

1. In order to issue the Form I-20, we must have proof that the applicant has the financial means to live and study in the United States. Any amount of money promised by either the student or a sponsor must be documented. Students must present papers that show the amount in question is available in bank accounts. These papers can consist of (but are not limited to) bank statements showing holdings in the account over a period of at least six months; proof of income; other documents showing the student's or sponsor's ability to pay. If you receive grants or scholarships from a government, a non-governmental organization, or an educational institution, we require a certified copy of the grant or scholarship letter.

**If you provide a bank statement, it must be an original, signed, and stamped/sealed by a bank official.** Proof of a sponsor's income should be on the employer's letterhead or, if the sponsor is a self-employed businessperson, estimated by a bank or private accountant. In either case, the document must carry the signature of an authorized official of the company or bank. The income of a company is not the income of the owner of the business and will not be accepted as proof of income. You must provide an official statement of the salary paid to the owner/sponsor.

2. We will not accept letters from banks or anyone else saying that a sponsor has "enough" money to support a student. When a sponsor wishes to keep his bank balance or income private, we will accept official documents saying that the savings or income is "more than" an amount that is clearly sufficient.
3. **Each** sponsor must submit an affidavit stating exactly how much money is to be provided. All questions on affidavit forms must be answered. Affidavits must be signed by the sponsor in the presence of a notary public, the notary public must sign, and the official seal of the notary public must be on the affidavit. Affidavits that have been changed in any way will be rejected. There are notaries public at

all U.S. embassies and consulates. There are notaries in all countries, though the names for them may be different. They are officials licensed by the national or regional government to take sworn statements for courts of law or to witness contracts and property deeds.

4. Both the U.S. government and Black Hawk College require recent financial documents (**no more than six months old**).
5. **Do not send faxes or copies.** Except for tax documents, leases, and deeds, all papers must be originals. Copies are rejected and returned. Originals will be attached to I-20s issued for visa applications and returned to the student.
6. Students can sponsor themselves, either partly or in full. No affidavits are needed for the student's own money. Recent bank statements in the student's name must be provided, and statements from at least one year earlier must show us that the money was not borrowed and recently deposited. Remember that U.S. federal law requires financial support for your entire program, in addition to readily available cash for the first year. Unless you have enough cash to support yourself and your studies in the U.S. for your entire program, your cash will soon be used up.
7. Scholarships and other grants or stipends **may** be used to qualify for the Form I-20. We must have an award letter from the private or government scholarship board stating how much money is to be given and for how many years.
8. Free room and board is worth a substantial part of the dollar amount to support a student for a year. When a family member or friend near the school gives a student a free place to live and/or free meals, the student needs far less in cash from other sponsors. **Affidavits of free room and board must be sent with a copy of the property deed or rental lease.**

The Black Hawk College employee who issuing the Form I-20 is bound by U.S. federal law to examine the financial evidence the student provides when applying for the Form I-20. This responsibility cannot be delegated to anyone else. In some countries, an official will only certify (**notarize**) a document when the applicant has proven the contents of the document to be true. A student who wishes to have an *Affidavit of Sponsor* certified may have to prove to the certifying official that the funds are actually available. This student then perhaps assumes that since such proof was made, the original *Affidavit of Sponsor* with photocopies of the support documents will be sufficient to receive an I-20. This is incorrect. Regardless of who else has examined the evidence the student offered, the person issuing the Form I-20 must examine that evidence herself/himself in order to issue the form.



Affidavit of Financial Support

Return this form and all admissions documents to: Heather Bjorgan, Black Hawk College, 6600 34th Avenue, Moline, IL 61265

Government regulations require Black Hawk College to verify the financial resources of each international applicant prior to issuance of either the Form I-20 or the DS-2019. Therefore, Black Hawk College requires evidence of a minimum of \$17,230.00 to meet expenses for each calendar year.

ESTIMATED EXPENSES FOR INTERNATIONAL STUDENT NINE MONTH STUDY ACADEMIC YEAR

Table with 2 columns: Expense Category and Amount. Rows include Tuition & Fees (\$5,640.00), Books & Supplies (\$1,040.00), Clothing & Personal Items (\$1,000.00), Housing (\$4,750.00), Food (\$2,600.00), Medical Insurance (\$700.00), Local Transportation (\$1,500.00), and Estimated Total for One Academic Year (\$17,230.00).

This document is only for the students who are sponsored by self, family member or personal friends. Those students who have official government or agency sponsors should submit their sponsorship documents. Please attach an original copy of bank statement less than six months old indicating funding of \$17,230.00 USD per year with this form.

A student who is provided with free room and board by a relative or close friend living near the school will not need money for housing or utilities. Therefore, a student who presents an affidavit of sponsor for free room and board will need only \$9,880.00 in cash support. Free room and board has cash value of \$7,350.00.

PLEASE PRINT OR TYPE:

Name of Student: \_\_\_\_\_
Name of Sponsor: \_\_\_\_\_
Address of Sponsor: \_\_\_\_\_
Relationship to student: \_\_\_\_\_

Sponsor's Agreement: I have read the estimated expense for international students above. I agree to support the student named above for a period of \_\_\_ year(s) in the amount of \$\_\_\_\_\_ (U.S.) per year.

Signature of Sponsor \_\_\_\_\_ Date \_\_\_\_\_

Student's Agreement: I have read the estimated expense for international students above. I understand that my admission to Black Hawk College is contingent upon my ability to pay all my expenses during my attendance. I also understand that if I cannot meet my financial obligation, or if it becomes evident that I have acted in bad faith in making this Affidavit of Financial Support, I may be withdrawn from school. I certify that the information submitted in this application is complete and accurate, and I understand that submission of inaccurate information can be considered sufficient cause for terminating my application or enrollment at Black Hawk College.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_



**Application for Form I-20  
New Students Part 1**

**Please answer the following:**

Are you currently in the United States? \_\_\_\_\_ Yes \_\_\_\_\_ No

If you answered **YES** to the previous question, answer only the questions in Box Y below. If you answered **NO** to the previous question, answer only the questions in Box N below.

**BOX Y**

Are you currently in F-1 status? \_\_\_\_\_ Yes \_\_\_\_\_ No

If your answer is “no” Form I-20 will be issued only after you have made an appointment with us for assistance with an application for change of status or reinstatement to student status. If you are not eligible for a change of status or for reinstatement, the form will be issued only for travel to your home country and return with an F-1 visa. Whether or not you are issued the Form I-20 and whether or not you travel, you may enroll, attend classes, and work toward a degree, regardless of your legal status.

If you answered “yes” and wish to travel outside the U.S. before beginning school, you must **rush** your financial documents to us so your I-20 can be issued for travel. Discuss your travel plans with us. You will **not** be issued documents for travel during orientation.

**BOX N**

Write your exact address and **telephone number** in the space below. We will not mail documents to a U.S. address when students are outside the U.S. We will **not** mail the Form I-20 to a person other than the student. If you do not supply your foreign address, the form will not be issued. We require a **street address** to send you the form I-20.



**Application for Form I-20  
New Students Part 2**

Please complete this page only if you are planning to bring dependents (spouse, children) to the United States with you. You will need to provide proof of additional funds per year for dependants. \$4,000 for spouse and 2,500 per child.

I will be accompanied by the following dependents:

**Husband**    **Wife**

\_\_\_\_\_

(Last Name/Surname) (First Name) (Date of Birth)

\_\_\_\_\_

(Country of Birth) (Country of Citizenship) (Country of Legal Residence)

**Child/Children**

**1.** \_\_\_\_\_

(Last Name/Surname) (First Name) (Date of Birth)

\_\_\_\_\_

(Country of Birth) (Country of Citizenship) (Country of Legal Residence)

This is my  son  daughter

**2.** \_\_\_\_\_

(Last Name/Surname) (First Name) (Date of Birth)

\_\_\_\_\_

(Country of Birth) (Country of Citizenship) (Country of Legal Residence)

This is my  son  daughter

**3.** \_\_\_\_\_

(Last Name/Surname) (First Name) (Date of Birth)

\_\_\_\_\_

(Country of Birth) (Country of Citizenship) (Country of Legal Residence)

This is my  son  daughter



**Affidavit of Sponsor  
For Free Room and Board**

**To be completed only by the person who owns or rents the property where the student will live.**

I hereby affirm that I own, rent, or lease the property described below and that I will make it available without charge and without services-in-lieu-of-payment to the student named for the duration of his/her studies at Black Hawk College.

Name of student \_\_\_\_\_

Address, including room or apartment number, of the residence offered to the student:

\_\_\_\_\_

Relationship of sponsor to student \_\_\_\_\_

How many rooms are in the house or apartment? \_\_\_\_\_

How much space will be reserved for the **exclusive** use of the student?

Does the sponsor live at the address listed above? \_\_\_\_\_

Does the sponsor (*check one*) \_\_\_\_\_ own or \_\_\_\_\_ lease the property being offered?

**All questions above must be answered. This affidavit must be sent with a photocopy of a lease or deed in the sponsor's name.**

**AFFIRMATION OR OATH**

I hereby affirm or swear that the contents of the above statement are true and correct. **I agree not to require any services from the student in return for the promised support and understand that it would be a serious violation of the law to require domestic work, child care, or any other kinds of service.**

Signature of sponsor \_\_\_\_\_

Name of sponsor, printed \_\_\_\_\_

**Sworn and subscribed before my this \_\_\_\_\_ of \_\_\_\_\_ 20\_\_\_\_\_.**

Signature of Notary \_\_\_\_\_ [SEAL]



## Understand the Student Visa Process

The consular officer who makes the decision on your visa application is required to think of you as someone who plans to come to the United States permanently and **you must prove** that you intend to return to your country after completing studies. U.S. law very clearly states that “F” series visas may be given only to people who intend to remain in the U.S. **to study**. This rule is the number one reason for denials of student visa applications.

### Be Prepared

**Speak clearly about your studies.** Be ready to say what you want to study and what kind of career it will prepare you for in your home country. Be prepared to explain why it is better for you to study in the U.S. than in your home country.

**With papers,** show ties to your home country. If your family owns a business, take letters from a bank, describing the business, to the visa interview with you. If your family owns property, take the deeds. If you have a brother or sister who studied in the U.S. and then returned home, take a copy of the brother’s or sister’s diploma and a statement from an employer showing that they have returned home. If possible, show that an individual or company in your home country will give you a job when you return. If you cannot get a **promise** of a job, try to get a letter saying that you will be **considered** for a job, or that the company needs people with the kind of education you wish to receive in the U.S.

**Read your Form I-20.** Some of the rules you must obey are printed on the form. Be aware of these rules, especially the requirement that you study full-time. Look at the date entered in item #5 in the I-20 for reporting to school. You must apply for the visa in time to reach the school no later than that date if you will have an F-1 Student Visa, and you may obtain the F-1 Student Visa and enter the U.S. up to 30 days before that date.

### Dependents

Your spouse and children may apply for visas with you or they may apply to join you after you come to the U.S., but only if dependents are mentioned in your Form I-20.