



Marywood

UNIVERSITY

2009-2010 Academic Year

All students wishing to enter for the fall 2009 semester beginning in August must submit their complete application by June 1st.

All students wishing to enter for the spring 2009 semester beginning in January must submit their complete application by November 1st.

I am pleased that you have expressed an interest in Marywood University. The guidelines listed in this document are intended to assist you with the process of becoming a student at Marywood University. Please submit an **Application for Admission** to the Office of Undergraduate Admissions along with the following documents:

1.

- | | |
|---|--|
| <input type="checkbox"/> Application fee of \$35 USD | <input type="checkbox"/> Letter of Recommendation |
| <input type="checkbox"/> TOEFL scores or SAT scores | <input type="checkbox"/> High School Leaving Certificate/ Diploma |
| <input type="checkbox"/> Supplementary Questionnaire | <input type="checkbox"/> Official High School Transcript* |
| <input type="checkbox"/> Citizenship/Visa Information | <input type="checkbox"/> Official College Transcript/ Leaving Certificate* |
| <input type="checkbox"/> E-mail Address | <input type="checkbox"/> Certification of Finances with Bank Statement |
| <input type="checkbox"/> Other _____ | <input type="checkbox"/> Your application is complete. |

*Your transcripts must be original with a seal and/or signature from the school for them to be official. If the transcripts are not in English they must be translated by a certified translator from a source such as World Education Services or the American Association of Collegiate Registrars and Admissions Officers.

The required support for the first academic year, *not* including summer, must total at least \$41,728USD. \$26,595 is required for tuition and fees while the remaining \$15,133 is used for books, supplies, room & board, transportation, medical insurance and personal expenses. The **Certificate of Finances Form** must also be accompanied by a **bank statement**, showing proof the funds are in place. Marywood University does offer financial aid based on merit; however, this will not cover all costs required to study. We strongly suggest you to be prepared to absorb any fees including tuition, room and board regardless of any anticipated sponsorship you may be awarded

Once we have received all the documents required for admission, we can process your application for evaluation. The process of collecting documents and review can take up to six months. If you are accepted by the Admissions Committee at Marywood University, an acceptance packet will be sent to you.

2.

Once you have been accepted and provided evidence of financial support you are required to send to Marywood a \$1,535 USD **Advance Deposit** with a **notarized Affidavit** after you are accepted for study at the University. This deposit is non-refundable. If you are able to provide evidence of health insurance to the International Student Advisor upon your arrival, an amount of \$535 USD will be refunded to you by requesting a refund from the Cashiers' Office.

A copy of the Affidavit form is also located in your acceptance packet.

- Advance Deposit
- Notarized Affidavit
- Proof of Health Insurance

OVER →

3.

When Marywood University receives the \$1,535 USD advance deposit the Office of Undergraduate Admissions will send the you a confirmation packet. Inside this packet will be a **New Student Questionnaire, Student Health Services Form** and a **Residence Hall Agreement Form**. The **Student Health Services Form** must be completed with the assistance of your health care provider and returned to Marywood University. Pennsylvania State Legislature requires that all students residing in a residence hall in Pennsylvania be vaccinated for meningococcal meningitis. If you do not receive a vaccination prior to your arrival at Marywood University you must report to Student Health Services once on campus to obtain one. The cost of receiving a vaccination at Marywood is approximately \$125 USD. The **Residence Hall Agreement Form** and **New Student Questionnaire** must be also completed and sent to back to Marywood University. Please note that each student that resides on campus must select one Dining Plan.

Student Health Services Form

Residence Hall Agreement Form

New Student Questionnaire

Dining Plan selected

4.

Also at this time, Marywood University’s Registrar Office will issue an I-20 to the student via DHL delivery service once the **Advance Deposit** and **notarized Affidavit** are collected. You are responsible for the shipping cost of the I-20. The cost of this may range anywhere from \$30 USD to \$100 USD.

5.

Once the I-20 is received the student must complete an **I-901 form**. This form can be supplied by Marywood University or by going to <https://www.fmjfee.com/i901fee/>. This form must be completed in order to obtain your student visa. Do not send this form back to Marywood University. The **I-901** must be sent to the United States Immigration and Customs Enforcement (U.S.I.C.E.) Office with a payment of \$100 USD. Once you receive a **SEVIS receipt from U.S.I.C.E. , also known as an I-797**, you may go to the embassy to acquire your visa.

SEVIS Receipt from U.S.I.C.E. (I-797)

Acquiring Your Visa

During your interview it is strongly suggested that you bring:

6.

your SEVIS receipt from U.S.I.C.E (I-797)

your valid passport

a copy of your Certificate of Finances

money for the visa application

notarized Affidavit and bank statements

your I-20

proof of residence in your country

These documents will greatly help facilitate the visa application process.

**Please note that any personal circumstances may alter these guidelines as they may not be exact procedures for every international student.*

**Fees are subject to change.*

**The Student and Exchange Visitor Information System (SEVIS) is a web-based system for maintaining information on international students and exchange visitors in the United States. SEVIS is designed to facilitate the entry and exit process for foreign students in the United States and for students seeking to study in the United States.*

**For more information about studying in the United States go to <http://educationusa.state.gov/>*