



UNION UNIVERSITY

INTERNATIONAL STUDENT OFFICE

Graduate International Application Form

(to be submitted with application)

Thank you for considering Union University for your education. We are pleased you are applying and look forward to helping you during the application process. Please feel free to contact the International Student Program if you have any questions as you complete the International Student Application and supply the required documents.

Please note, this form is to be completed in addition to the application for admission to your specific program of interest. This international application should be attached to the program-specific application furnished by the academic program you are applying for. It is your responsibility to be aware of the additional admission requirements of your program, such as test scores or departmental interviews, and to contact the program's admissions office for further information.

International Applicants

This form is to be completed by the students meeting the criteria listed below, if you are:

- **Currently in your home country and intend on obtaining an F-1 student visa and I-20 to study in the USA.**
- **Currently in the U.S.A on an F-1 visa who will be notifying your current DSO to transfer your SEVIS record to Union University and you intend on obtaining an I-20 from Union University to study.**
You must complete the same process to obtain an I-20, and include the necessary documents. However, you and your current International Student Adviser/DSO must also complete the "Transfer-In Form" available at www.uu.edu/international.
- **Currently in the U.S.A on a non-immigrant visa other than F-1, who will be *changing* your status to an F-1 visa and obtaining an I-20 with the sole intention of studying in the United States.**
- **Currently in the U.S.A on a non-immigrant visa other than F-1 (such as an H-1B), and plan on attending Union University while continuing in current visa status. You are not changing your visa status.**
You must provide supporting documents of your current visa status in the United States.
Complete page 1 of the International Application form, numbers #1-13.
- **Currently in the U.S.A as a permanent resident and wish to attend Union University.**
You must provide proof of permanent residency, English proficiency, and official transcripts.
Complete page 1 of the International Application Form, numbers #1-13.

Official Transcripts

International transcripts must be evaluated using a NACES approved transcript evaluation service that indicates the degree completed as it equates to U.S. degrees. All evaluations must be sent to the university registrar directly. Please note, you must provide an official (sealed) transcript and evaluation that meets the requirements of your specific program for which you are applying. All undergraduate programs require a course-by-course evaluation; many of the graduate programs only require an evaluation of your degree. If you have classes from another institution that you wish to transfer to Union for the degree you are pursuing, you will need a course-by-course evaluation. If you only need to verify an existing degree and plan to take all courses at Union, then you will only need an evaluation of your degree. Please verify with your program coordinator regarding the specific transcript requirement needed. Union University only accepts transcript evaluations from an approved NACES member. To see the full listing of NACES members, visit: <http://naces.org/members.htm/>. The following are some of the pre-approved transcript evaluators used by Union University.

- Josef Silney & Associates
- Educational Credential Evaluators, Inc.
- World Education Services, Inc.

Unofficial, unsealed transcripts and evaluations will not be accepted.

Documentation of English Proficiency

If English is not your native language, you are required to display English Proficiency by submitting official scores from one of the following:

1. Test of English in a Foreign Language (TOEFL),
2. 2. IELTS, or
3. 3. iTEP

Applicants who do not meet minimum English proficiency will not be admitted. An **exemption** of proof of English proficiency requirement may be granted only when the applicant has received or is pursuing an acceptable degree from an accredited English-speaking college or university.

Declaration of Finances

If you are applying with the intention of obtaining an F-1 visa, please request and complete the Declaration of Finances form to show proof of finances which will support you during your studies at Union University. Submit the form and supporting documents along with this application to the International Student Advisor at pwhitnell@uu.edu.

You are: (check one)

☐ **Currently in your home country and intend on obtaining an F-1 student visa and I-20 to study in the USA.**

☐ **Currently in the U.S.A on an F-1 visa who will be notifying your current DSO to transfer your SEVIS record to Union University and you intend on obtaining an I-20 from Union University to study.**
Must also complete the "Transfer-In Form."

☐ **Currently in the U.S.A on a non-immigrant visa other than F-1, who will be *changing* your status to an F-1 visa and obtaining an I-20 with the sole intention of studying in the United States.**

☐ **Currently in the U.S.A on a non-immigrant visa other than F-1 (such as an H-1B), and plan on attending Union University while continuing in current visa status. You are not changing your visa status.**
You must provide supporting documents of your current visa status in the United States.

☐ **Currently in the U.S.A as a permanent resident and wish to attend Union University.**
You must provide proof of permanent residency, English proficiency, and official transcripts.

1. Full Legal Name (as on passport): _____
First-Given Middle Last- Family Prefer to be called

2. Home Country Address: _____
Number and Street

City/Province Postal Code Country

3. Mailing Address: _____

4. Date of Birth: _____ 5. Ethnicity: _____ 6. Gender: [] Male [] Female
Mo/Day/Yr

7. Country of Citizenship: _____ 8. Birthplace: _____
City Country

9. Are you a permanent resident of the U.S.A? [] Yes [] No (If yes, please attach a copy with the application)

* If you answered YES and you have a permanent resident number, provide proof of your permanent residency and complete #1- #13.

* If you are currently in the U.S. on an F-1 visa, attach the "Transfer-In Form" along with supporting F-1 documents.

* If you are currently in the U.S. on another visa, what kind of visa do you have (J-1, H-1, B-2, etc.)? _____
(please attach a copy with the application)

10. What is your current employment status? _____

11. What is your email? _____ 12. What is your US phone number (if applicable)? _____

13. What program are you applying too? _____

14. When do you plan to enroll at Union?

- ☐ Fall 20____
☐ Winter 20____
☐ Spring 20____
☐ Summer 20____
☐ June or ☐ July

15. Marital Status

- ☐ Single
☐ Married: Spouse's Name _____

16. Number of Dependent Children: _____

17. Do you intend to bring your family with you? ☐ Yes ☐ No

18. What campus of Union will you be attending? (Check one)

- ☐ Jackson Campus (main campus)
☐ Germantown Campus
☐ Hendersonville Campus

19. Have you taken an English Proficiency test? ☐ Yes ☐ No

20. a. If yes, indicate by circling the test type and document the results you have received.

Test	Date Taken	Score	Type of Test Taken
TOEFL, IELTS, iTEP			<input type="checkbox"/> Computer Based <input type="checkbox"/> Paper <input type="checkbox"/> Internet

20. b. If no, indicate the date and type of test you plan to take. Official score reports must be sent directly to Program Coordinator. Test: _____ Date To Be Taken: _____

Statement of Understanding for F-1 Visa Students

Please read the statements below carefully. Please acknowledge that in signing below, you demonstrate an understanding of each of these statements which affect your status as an F-1 student. Questions concerning these statements can be directed to the International Student Office.

I understand that I must have my international academic transcript(s) professionally evaluated by a NACES approved organization. I acknowledge that I will be responsible for any evaluation fees. I agree to request that the official evaluation be forwarded to Union University, Office of the Registrar.

I understand I will have to pay a one-time only fee of \$200.00 to the Department of Homeland Security for the operational costs of the Student Visa and Exchange Visitor Information Systems (SEVIS). Payment should be done prior to admittance at www.fmjfee.com after the I-20 is received.

I understand that I may be required to prove English proficiency by either the TOEFL, IELTS, iTEP, or ACT or SAT prior to admittance and have the official scores sent to Union University to the program coordinator.

I understand that I must attend the orientation for new international students.

I understand that I am responsible for the direct cost of my education, as well as any expenses related to traveling to or from, or living in, the United States.

I understand that as an F-1 student I can work only on campus (if a job is available). I cannot work off campus until the second year and then only with permission from the United States Citizenship and Immigration Services (USCIS).

I understand that I must purchase and maintain insurance required of all international students while enrolled at Union University. The cost will be billed to my student account.

I understand that I am not allowed to solicit funds from churches or groups within the U.S.A.

Signature of Student _____ Date _____