

## International Student Enrollment Procedure

This document outlines the steps that international students should take to enroll at DePauw University. Please read the information below carefully, and contact the Office of Admission with any questions.

### **Enrollment Step #1: Notify Office of Admission & Pay your Enrollment Deposit**

Please email the Office of Admission to confirm your decision to enroll at [intladmission@depauw.edu](mailto:intladmission@depauw.edu). Then, pay the \$400 non-refundable Enrollment Deposit. You can pay your deposit using one of the following methods:

- On-line payment via your student portal; or
- Wire transfer to:

**Bank Name:** PNC

**Bank Address:** One National City Center  
Indianapolis, IN 46255

**Account Name:** DePauw University

**Account Number:** 4620424515

**ABA Routing Number:** 041000124

**Swift Code:** PNCCUS33

**From:** (Your name)

**Student ID** (this is your e-services ID)

**Address:** (Your address)

### **Enrollment Step #2 Submit final documents**

The following, required documents should be submitted to the Office of Admission:

- **Financial Agreement for International Students** – Upload this document to your DePauw portal or you may send it by email to: [intladmission@depauw.edu](mailto:intladmission@depauw.edu).
- **Official bank document** - Send scanned copy by email to: [intladmission@depauw.edu](mailto:intladmission@depauw.edu), then send original by FedEx, DHL or other mail service. See Financial Agreement for further details on bank document requirements.
- **(If applicable) Sponsor's affidavit of support** - Send scanned copy by email, then send original by FedEx, DHL or other mail service. See Financial Agreement for further details on bank document requirements.
- **Passport biographical page** – Upload this document to your DePauw portal or you may send it by email to: [intladmission@depauw.edu](mailto:intladmission@depauw.edu)
- **Final, official academic transcripts and proof of graduation** – These must be sent to DePauw directly from your school in the original language of issuance, as well as an English translation verified by your school or an Education USA office (if original documents are issued in a language other than English).

### **Enrollment Step #3: Confirm participation in DePauw's Summer English Immersion Institute**

DePauw's *Summer English Immersion Institute* (August 1-13, 2017) is a comprehensive academic and cultural program designed for high-achieving international students. Students work intensively with faculty on their academic English writing, speaking and reading comprehension skills. This pre-orientation program allows students to arrive to campus early and begin adjusting to their new cultural and academic environment. Special activities, meals and excursions to nearby cities are included. Students admitted with TOEFL scores above 95 are encouraged, but not required, to participate. Learn more about DePauw's Summer English Immersion Institute at:

<http://www.depauw.edu/studentlife/diversity-on-campus/internationalstudents/summer-english-immersion-institute/>.

### **Enrollment Step #4: Receive I-20 & Apply for a Visa**

When the Office of Admission receives your Enrollment Deposit and all final, required documents, DePauw's International Student Services office will become your primary contact. International Student Services staff will send your I-20 Certificate of Eligibility immigration document to the mailing address provided in your application. They will also provide you with information about preparations you need to complete as a new DePauw student. Ms. Aliza Frame, Director of International Student Services, and her staff can be reached at [iss@depauw.edu](mailto:iss@depauw.edu) or +1-765-658-4850.

You must wait to schedule your visa interview appointment at a US Embassy or Consulate until you receive the I-20 Certificate of Eligibility immigration document, which will be sent in June. Once you receive your I-20 Certificate of Eligibility immigration document from DePauw, you should:

1. Pay the required I-901 Student and Exchange Visitor Information System (SEVIS) fee (\$200 USD), which you can do online at <https://www.fmjfee.com>.
2. Print and keep your receipt.
3. Schedule a visa interview appointment at the US Embassy or Consulate nearest to your home.

*Please note: Canadian citizens do not require a student visa. However, Canadians do require an I-20 and I-901 SEVIS fee payment receipt for entry to the United States in F-1 Student immigration status.*

Check with your local US Embassy or Consulate for the most up-to-date visa requirements. Generally, the following documents are necessary to apply for an F-1 Student Visa for the United States:

- I-20 Certificate of Eligibility immigration document issued by DePauw
- DS-160 Nonimmigrant Visa Application, accessible at: <https://ceac.state.gov/genniv/>
- A passport that is valid for at least the next six months (preferably longer)
- A recent, passport-sized photo of yourself
- Copy of your I-901 SEVIS fee payment receipt
- Receipt for payment of the I-160 visa application fee
- All previous academic records
- Copies of official score reports for any standardized tests you have taken (SAT, TOEFL, IELTS, etc.)
- Admission letter from DePauw
- Original financial documents that demonstrate your family's ability to pay your education expenses. Such documentation may include bank statements, investment documents or other official sources of income
- Documents showing any scholarships or financial aid from other sources, such as governmental or organizational grants, outside scholarships
- Evidence that you have strong ties to home and intend to return to your home country

Prepare for your interview

- Be sure to monitor the wait time for a visa interview at your local US Embassy or Consulate, given that there are sometimes long waits for available visa interview appointments.
- Prepare responses in advance for possible questions that the US Consular Officer might ask during your interview for a student visa:
  - Why do you want to study in the United States?
  - Why did you choose to attend DePauw?
  - What do you want to study at DePauw?
  - How will studying in the United States prepare you for a career in your home country?
  - What have you been involved in that shows your commitment to your home country?
  - How will you pay for tuition, fees and living expenses in the US during your undergraduate degree program? (*Remember that income from working in the United States is not an accepted source of income that you can plan on to pay for education expenses. Your primary purpose in the US is to study.*)

Remember that, when applying for a visa to the United States, your intent should match the visa category for which you are applying. When applying for an F-1 Student visa, your primary intent should be to enter the United States for a temporary period of four years to focus on studying. Please prepare accordingly for your visa interview.

**Enrollment Step #5: Consider applying for an Honors Program**

In DePauw's four Fellows programs and its Honor Scholar program, top-notch faculty and talented students work together to ask the questions that matter and address the challenges of a new generation. These programs offer international students the opportunity to establish important connections. Learn more about becoming an Honor Scholar, Environmental Fellow, Media Fellow, Management Fellow, or Science Research Fellow here: <http://www.depauw.edu/academics/honors-programs/>. All of the Honors Programs are interested in international student applicants. Application deadlines vary.

**Enrollment Step #6: Begin Required Preparations for New International Students**

As a new international student, you will need to complete the following requirements:

- *Report to campus on the date listed in your admission letter.* Wait until you have received your I-20 and US visa to purchase your flight tickets. Students cannot access their dormitories before their scheduled arrival date.
- Complete the *New International Student Checklist*, located on International Student Services website. This link and other important pre-arrival information will be sent to you by email in June.
- Complete the *First Year Student Tasks & Deadlines*, located on the First Year Experience website: <http://www.depauw.edu/studentlife/firstyear/>.

**Please direct any questions to:**

Office of Admission  
DePauw University  
P.O. Box 37  
Greencastle, IN 46135  
USA  
+1-765-658-4006  
[intladmission@depauw.edu](mailto:intladmission@depauw.edu)