



 West Virginia University

Application for International Admission

PO BOX 6009
MORGANTOWN WV 26506-6009

APPLICATION PROCEDURES FOR INTERNATIONAL STUDENTS

International students applying for admission to West Virginia University must submit the following:

1. Completed **International Admission Application**. Please read instructions carefully and complete all appropriate sections of the application. Applications must be signed and dated. Applications can also be downloaded or submitted online at www.arc.wvu.edu/admissions/applications.html
2. Application Service Fee: A check or money order for \$50.00 in U.S. dollars drawn on a U.S. bank and made payable to West Virginia University. This fee cannot be deferred or waived. (Note: Payment for online applications is made by credit card.)
3. Results of the Test of English as a Foreign Language (TOEFL) or International English Language Testing Service (IELTS). TOEFL results must be sent directly from the TOEFL/TSE Services. IELTS results must be sent directly from the University of Cambridge Local Examinations Syndicate (Please see section on English language Proficiency).
4. **Original or certified copies** of all Official Academic records in **original language of issue** (please see section on Required Academic Credentials). Applicants who have studied in the U.S. are required to have the institution(s) in the U.S. send their official transcript directly to WVU.
5. **Original or certified copies** of all academic Certificates or Diplomas in **original language of issue** (please see section on Required Academic Credentials).
6. **Official English translations** of Academic Records and Certificates/Diplomas.
7. For Visa documents: Certification of Financial Support and a copy of current passport (please see section on Financial Support Information).

PLEASE NOTE: The above items should be sent to **Admissions, West Virginia University, PO Box 6009, Morgantown WV 26506-6009, USA**. Items 1 through 6 must be received by this office by the application deadline (please see section on Application Deadlines). It is strongly recommended that the certification of financial support and passport be submitted at the same time as other application materials; this will help speed the issuance of documents necessary for student visa. Wherever possible, all application material should be submitted at one time (TOEFL scores and official transcripts from U.S. institutions should be requested so that all material arrives at West Virginia University close to the same date). Late or incomplete applications cannot be guaranteed consideration for the desired semester/term. Some graduate academic programs require applicants to submit other test scores, letters of recommendation or other material. **Applicants to graduate programs are encouraged to contact the academic program of interest for information on requirements other than those listed above and such material should be sent directly to that department.**

ENGLISH LANGUAGE PROFICIENCY

All applicants whose first language is not English must provide proof of English language proficiency. West Virginia University accepts either the Test of English as a Foreign Language (TOEFL) or the International English Language Testing Service (IELTS) as the measure of English language proficiency. A score of 173 on the Computer-Based TOEFL or 500 on the Paper-Based TOEFL or 61 on the Internet-Based TOEFL, or a 6 on the IELTS is required of all Undergraduate applicants. A score of 213 on the Computer-Based TOEFL or 550 on the Paper-Based TOEFL or 79 on the Internet-Based TOEFL, or a 6.5 on the IELTS is required of all Graduate applicants. Applicants must make arrangements to take the TOEFL or IELTS well in advance of the desired date of enrollment at WVU. Information about registration for the TOEFL can be obtained by accessing the TOEFL web site at <http://www.ets.org/toefl> or by writing to the TOEFL/TSE Services, PO Box 6151, Princeton, NJ 08541-6151, USA or by contacting the local office of the United States Information Service (USIS). Information about registration for the IELTS can be obtained by accessing the IELTS website at <http://www.ielts.org>. Applicants must request that TOEFL/TSE Services or IELTS send an official score report to West Virginia University, Office of Admissions. Photocopies of score reports are not acceptable. The TOEFL or IELTS score must be received by the application deadline. (College Code - TOEFL 5904)

All graduate applicants interested in applying for graduate assistantships should note that WVU requires certification of spoken English proficiency for all Teaching Assistants. Teaching Assistants not certified as proficient in spoken English cannot be assigned teaching, laboratory or tutorial responsibilities. Interested applicants are encouraged to take the Test of Spoken English (TSE) before arriving at WVU. Applicants who are offered Teaching Assistantships but are unable to take the TSE prior to their arrival will be tested upon arrival.

In some cases, it may be possible to consider applications from students who lack adequate TOEFL or IELTS scores **and** will enroll in the West Virginia University Intensive English Program (I.E.P.). Such applicants must contact the Intensive English Program directly and notify the Office of Admissions of their intentions. Applicants for graduate programs should also notify the academic department of interest. It is **not** possible to enroll in University classes while attending I.E.P. classes. I.E.P. students must meet the University requirement for English language proficiency before enrolling in the University. **Admission to the Intensive English Program does not guarantee admission to the University or to a specific program of study.** Inquiries for the Intensive English Program should be directed to:

Intensive English Program
Department of Foreign Languages
West Virginia University
PO Box 6298, Morgantown WV 26506-6298, USA
Phone: 304-293-3604 - Fax: 304-293-8642
<http://iep.wvu.edu>

REQUIRED ACADEMIC CREDENTIALS

West Virginia University requires that original or certified (attested) copies of **all** original academic documents from non-U.S. institutions be submitted. The required documents include the official academic record (showing course titles, dates taken and grades received), and academic Diploma(s) or certificate(s) awarded. These documents must be in **original language of issue**. Official English translations must be provided as well as the official academic credentials in the original language. Any translation of a document must be a literal, word-for-word translation and must indicate actual grades received, not an interpretation of the grades. **Please note that photocopies that have not been certified as true copies of the original or English translations alone are not acceptable.**

Applicants who have attended any U.S. institutions must request that official transcripts be sent from those institutions; certified copies or student copies of U.S. transcripts are not acceptable.

Applicants for Graduate Programs (Master's degree or Doctoral degree) must submit academic records from all university-level education. In some cases it may be necessary for Graduate applicants to submit records from secondary school.

Applicants for undergraduate (Bachelor's degree) programs must submit all secondary school records as well as records from any university-level work that may have been completed. Freshmen applicants who have or will receive a U.S. High School Diploma must submit official results from either ACT or SAT. Transfer applicants must also provide course descriptions or syllabi for all completed coursework. Transfer credit evaluations are done after registration for the first semester/term of study.

Please note that documents received by West Virginia University cannot be returned to the applicant. It is therefore recommended that students who receive only one original copy of their credentials submit official or attested copies with their application.

20. Native Language: _____
***TOEFL or IELTS scores are required for all applicants whose native language is not English. See instructions on English Language Proficiency inside front cover.**
21. Are you planning on attending the West Virginia University Intensive English Program? _____ Yes _____ No
(See instructions on English Language Proficiency inside front cover.)

ALL PREVIOUS EDUCATIONAL EXPERIENCE

22. List chronologically each educational institution you have attended. This information must be provided by all applicants beginning with the first year of secondary education and ending with the institution you most recently attended or are currently attending. **All institutions** must be reported whether or not credit was earned or transfer credit to WVU is desired.

Print the name of each certificate, diploma, or title in English **and the original language**. Please attach an extra sheet if necessary. If your education has been interrupted for any reason, please attach a summary of your activities.

Complete Name of Institution	Country	Certificate, Title, Diploma, or level completed or expected	Graduation Date or Expected Date (Example: May 1993)	Attendance Dates	
				From MM/YY	To MM/YY

23. Are you currently enrolled in the last institution above? _____ Yes _____ No
24. What was your career position in your home country? _____
(This information is required for students on J-1 visas)
25. Have you taken: _____ GRE _____ GMAT _____ TOEFL _____ IELTS _____ When?

IT IS THE STUDENT'S RESPONSIBILITY TO HAVE TEST SCORES SENT TO WVU

In the event that I am accepted to West Virginia University, I acknowledge that my education records are protected by the Family Educational Rights and Privacy Act (FERPA). As such, pursuant to FERPA, I authorize officials at WVU to discuss or otherwise disclose the contents of my education records pertaining to my enrollment as a new student with individuals who can provide the Personal Identification Number identified below. This release may include information such as deposits paid, applications filed, housing and meal plan assignments, financial aid and scholarships awarded, course schedules, fees charged to my student account, etc. I understand and acknowledge that this authorization may be revoked by me in writing, or by completing a Consolidated FERPA Form at New Student Orientation, but that in no event shall this authorization remain in effect past the first day of classes of the semester to which this application applies. I understand that if I wish to revoke this authorization sooner, I must notify the Office of Admissions in writing. (Go to <http://ferpa.wvu.edu> for additional information on FERPA)

- ____ Yes, I authorize WVU to discuss information pertaining to my enrollment as a new student at WVU with individuals who can produce the following Personal Identification Number (PIN) when prompted: ____ _ __ __ __. (Please create a 5 digit numeric PIN number)
- ____ No, I do not authorize WVU to discuss information pertaining to my enrollment as a new student at WVU with my parents/guardians or other individuals.

I affirm that the information I have provided on this application form and all other admission application materials is complete, accurate, and true to the best of my knowledge. Providing false information can lead to non-acceptance, the nullification of credit and/or dismissal.

Student's Signature _____ Date _____

Have you attached your \$50.00 nonrefundable fee?

West Virginia University is an Affirmative Action/Equal Opportunity Institution. The University does not discriminate on the basis of race, sex, age, disability, veteran status, religion, sexual orientation, color, or national origin in the administration of any of its educational programs or activities, or with respect to admission or employment. Further, faculty, staff, students, and applicants are protected from retaliation for filing complaints or assisting in an investigation under the University's Equal Opportunity/Affirmative Action Plan. Inquiries regarding the University's non-discrimination policy may be directed to the director, Affirmative Action Office/Equal Employment Opportunity Programs, West Virginia University. – Office of the President

PLEASE USE THE FOLLOWING CHECKLIST TO BE SURE YOUR APPLICATION IS COMPLETE

- | | |
|--|--|
| _____ Application (signed and dated) | _____ Diploma(s) or Certificate(s) in original language of issue
(See section on Required Academic Credentials inside front cover) |
| _____ Application Fee | _____ English Translations of Academic Records and/or Degree
(See section on Required Academic Credentials inside front cover) |
| _____ Official TOEFL or IELTS score
(See section on English Language Proficiency inside front cover) | _____ Certification of Financial Support and copy of current pssport
(See Information Regarding Financial Support Page 6) |
| _____ Official Academic Record in original language of issue
(See section on Required Academic Credentials inside front cover) | |

INFORMATION REGARDING FINANCIAL SUPPORT

Before West Virginia University can issue the document necessary to apply for a student visa (Form I-20 or Form DS-2019) the student must provide proof that he or she has the adequate financial resources to provide for expenses incurred while studying at WVU. Please see the International Admission website for financial support estimated costs: http://www.arc.wvu.edu/admissions/internat_main.htm. These amounts are subject to change as tuition and living expenses increase and some programs may have additional expenses which would require the applicant to show additional support. All students requiring an I-20 or DS-2019 must complete the Statement of Financial Obligation and submit adequate documentation of financial support. Documentation of financial support can take one or a combination of the following forms:

1. If the student, student's parent or spouse will fund the student's studies at WVU, the student must provide an official bank statement showing the availability of the required amount in U.S. dollars. Bank statements can be no older than six months.
2. If the student will be supported by a private sponsor (relative, friend, etc.), the sponsor must provide a letter declaring intent of sponsorship **AND** an official bank statement showing the availability of the required amount in U.S. dollars. Bank statements can be no older than six months.
3. If the student will be sponsored by a government agency or a public or private institution, the agency or institution must provide official certification that the appropriate costs will be covered.

NOTE REGARDING OFFICIAL DOCUMENTS: West Virginia University must have the original or a certified copy of the original certification of financial support in order to issue the form I-20 or DS-2019. Since the student may need to provide the same certification of financial support when applying for a student visa, it is recommended that the student obtain duplicate certifications or provide WVU with certified copies. Photocopies that are not certified as true copies of the original will not be considered as acceptable proof of financial support.

NOTE REGARDING FINANCIAL AID: West Virginia University offers limited academic scholarships or financial aid to international undergraduates. Applicants for Graduate Assistantships must forward requests directly to the academic department of interest. Students who will be receiving any scholarship, assistantship, fellowship, etc. must realize that if the amount of aid is not at least as much as the indicated estimated expenses, the student is responsible for showing proof of support for the remainder. Applicants should not assume that financial aid will be provided or that it will be sufficient to cover all expenses and should be prepared to provide adequate certification of support even if they are applying for an assistantship, etc. Recipients of any WVU Financial aid are responsible for ensuring that the Office of Admissions receives documentation of the award before the I-20 or DS-2019 can be issued.

STATEMENT OF FINANCIAL OBLIGATION

Students requiring an I-20 or DS-2019 must complete the Statement of Financial Obligation and supply appropriate documentation of financial support as indicated in Information Regarding Financial Support. Please provide a copy of your current passport for I-20 purposes.

I, (print name) _____, certify that I have the financial resources to cover all expenses during my studies at West Virginia University. I understand that, in addition to this statement, I must submit the required documentation showing ability to finance my studies. I also understand that West Virginia University cannot issue the form I-20 or DS-2019 until adequate certification of financial support is supplied.

Student's Signature _____ Date _____

If spouse and/or children will be included on I-20/DS-2019 please supply the following information:

Spouse's name: _____ Nation of birth and citizenship _____ Date of birth _____
(Family Name or Surname) (First Name)

Children's names: _____ Nation of birth and citizenship _____ Date of birth _____ Gender _____
(Family Name or Surname) (First Name)

_____ Nation of birth and citizenship _____ Date of birth _____ Gender _____
(Family Name or Surname) (First Name)

_____ Nation of birth and citizenship _____ Date of birth _____ Gender _____
(Family Name or Surname) (First Name)

If you will be supported in part with funds other than personal funds, please supply the following information. If you have more than one sponsor, please give additional names:

Sponsor's name(s) _____

Sponsor's relationship to student _____

DEFINITIONS OF ADMISSION TYPES

FRESHMAN—Applicants who have completed secondary school studies and who have not attended any university-level institution.

TRANSFER—Applicants who are applying to an undergraduate degree program and who have attended a university-level institution.

READMIT—Applicants who have previously attended West Virginia University in an undergraduate program and who have left WVU for at least one semester.

VISITING STUDENT—Applicants to undergraduate programs who wish to transfer academic credit from West Virginia University to another institution. Also applicants participating in short-term (1 or 2 semesters) exchange programs where no WVU degree will be awarded.

SECOND DEGREE—Applicants who have completed a U.S. Bachelor's degree or equivalent and who wish to pursue a Bachelor's degree in another field.

NON-DEGREE—Applicants who will not be enrolled in a degree program. **Students with F-1 visa status may not enroll as non-degree students.**

MASTER'S DEGREE—Applicants who have completed at least a U.S. Bachelor's degree or its equivalent and are applying to a Master's degree program.

DOCTORAL DEGREE—Applicants who have completed at least a U.S. Bachelor's degree or its equivalent and are applying to a Doctoral degree program.

APPLICATION DEADLINES

The following deadlines are dates by which all required application materials must be submitted. While late applications will be processed, late or incomplete applications cannot be guaranteed consideration for the desired term. **Some graduate programs have deadlines which are earlier than those listed below. Graduate applicants are encouraged to contact the academic program of interest for additional information.**

FIRST SEMESTER (August to December—16 weeks)—Applicants must apply by April 1. Financial documents must be received by June 15.

SECOND SEMESTER (January to May—16 weeks)—Applicants must apply by October 1. Financial documents must be received by November 1.

SUMMER SESSIONS (May – August) Applicants must apply by February 15. Financial documents must be received by March 15.

OTHER IMPORTANT INFORMATION

Students holding an F-1 student visa must: a) maintain full-time student status; b) be enrolled in a specific degree program, and; c) maintain University requirements for good academic standing.

All international students are required to possess and retain personal medical and hospital insurance for the duration of their studies at West Virginia University. Students cannot register for classes until adequate medical insurance is acquired.

An immunization form will be sent to undergraduate students once they are admitted. The immunization requirements and form can be found at: <http://www.arc.wvu.edu/admissionservices> under Immunization Requirements on the right side. Be sure to complete the form and send it before you enroll.

Students should be aware that even after final admission to West Virginia University, and after arrival in the United States, the University reserves the right to require curricular adjustments to course schedules wherever deficiencies or needs are determined.

Immigration regulations require F2 Visa holders to change status to F1 before pursuing any course work.

Inquiries regarding University campus housing should be directed to the Office of Housing and Residence Life, West Virginia University, PO Box 6430, Morgantown, WV 26506-6430, Telephone (304) 293-2811, FAX (304) 293-4516. Inquiries regarding off-campus housing should be directed to the Office of International Students and Scholars.

We look forward to receiving your application and hope to see you soon!

www.wvu.edu

Undergraduate Major Codes

Agriculture, Forestry, and Consumer Sciences

0701	Agriculture, Forestry, & Consumer Science
0716	Agribusiness Management & Rural Development
0778	Agroecology
0734	Agriculture & Extension Education
0705	Agronomy
0724	Animal & Nutritional Science
0779	Applied & Environmental Microbiology
0717	Biochemistry
0702	Design Studies
0715	Environmental & Natural Resource Economics
0770	Environmental Protection
0722	Fashion Design & Merchandising
0725	Forest Resources Management
0739	Horticulture
0728	Human Nutrition & Foods
0719	Interior Design
0741	Landscape Architecture
0781	Recreation, Parks, & Tourism Resources
0780	Soil Science
0708	Wildlife & Fisheries Resources
0774	Wood Science & Technology
0796	Multidisciplinary Studies

*Arts and Sciences

1025	Biochemistry
1036	Biology
1018	Business/Foreign Language
1039	Chemistry
1074	Communication Studies
1434	Computer Science (Software Applications)
1077	Criminology & Investigations
1406	Economics
1042	English
1068	Foreign Languages
1062	Forensic & Investigative Science
1010	General Studies/Undecided
1409	Geography
1045	Geology
1449	History
1428	Industrial Math & Statistics
1052	Interdepartmental Studies
1401	International Studies
1057	Mathematics
1412	Philosophy

1427	Physics
1064	Political Science
1066	Psychology
1490	Regents Bachelor of Arts
1475	Social Work
1072	Sociology & Anthropology
1456	Women's Studies
1487	Slavic & East European Studies

*/*** Business and Economics

1021	Accounting
2119	Business/Foreign Language-Accounting
2120	Business/Foreign Language-Finance
2122	Business/Foreign Language-Marketing
2118	Business/Foreign Language-Management
2150	Business/Foreign Language-Management Information Systems
1022	Economics
1023	Finance
1024	Management
1026	Management Information Systems
1027	Marketing
1020	Pre-Business & Economics

Creative Arts

2574	Art History
2524	Music (BM)
2542	Music (BA)
2507	Theatre (BFA)
2570	Theatre (BA)
2547	Visual Art

****Dental Hygiene

** Engineering and Mineral Resources

3005	Aerospace Engineering
3010	Chemical Engineering
3015	Civil Engineering
3020	Computer Engineering
3034	Computer Science (Computer Systems)
3025	Electrical Engineering
3040	Engineering
3049	General Engineering
3045	Industrial Engineering
3050	Mechanical Engineering
3035	Mining Engineering
3075	Petroleum & Natural Gas Engineering

*Human Resources and Education

4562	Child Development & Family Studies
4563	Elementary Education/ Multidisciplinary Studies
1422	Secondary Education/English

1425	Secondary Education/Foreign Languages
1438	Secondary Education/ Interdepartmental Studies (Social Studies)
1448	Secondary Education/Mathematics
4565	Secondary Education/ Multidisciplinary Studies (Science)
4509	Speech Pathology & Audiology
4562	Child Development & Family Studies

***Journalism

4944	Advertising
1030	Journalism

*Medicine

****8335	Exercise Physiology
***1060	Medical Laboratory Sciences
1085	Occupational Therapy

***Nursing

1065	Nursing
------	---------

*Pharmacy

1070	Pharmacy
------	----------

*Physical Education

6814	Athletic Coaching Education
6808	Athletic Training
6820	Physical Education/Teacher Education
6842	Sport Management
6881	Sport & Exercise Psychology

Other Majors

1015	Special/Nondegree
------	-------------------

*Students applying for these majors will be admitted as pre-majors.

**All freshmen interested in Engineering (with the exception of Computer Science) must apply to General Engineering.

*** Qualified students applying for Journalism, Business and Economics, Medical Laboratory Sciences, and Nursing may be admitted directly into the programs. Students not meeting the direct-admit requirements will be admitted as a pre-major.

****Students interested in applying to the Dental Hygiene Program must apply using the Health Sciences Center admissions application. Students applying to the Exercise Physiology Program must send their application to the Health Sciences Center Office. Address: HSC Office of Admissions and Records, PO Box 9815, Morgantown, WV 26506-9815. Telephone: 304-293-3521.

• Available at <http://www.arc.wvu.edu/admissions/applications.html>

For a complete list of all majors offered at WVU, please visit <http://www.wvu.edu/majors/>

West Virginia University is an Affirmative Action/Equal Opportunity Institution. The University does not discriminate on the basis of race, sex, age, disability, veteran status, religion, sexual orientation, color, or national origin in the administration of any of its educational programs or activities, or with respect to admission or employment. Further, faculty, staff, students, and applicants are protected from retaliation for filing complaints or assisting in an investigation under the University's Equal Opportunity/Affirmative Action Plan. Inquiries regarding the University's nondiscrimination policy may be directed to the director, Affirmative Action Office/Equal Employment Opportunity Programs, West Virginia University. —Office of the President.