



Enrollment Services  
 PO Box 967  
 Roseburg, Oregon 97470  
 541.440.7743 | 541.440.7713  
 Admissions@umpqua.edu

# International Application Checklist

**All requirements on this list MUST be met before the I-20 (Eligibility Document) will be released.** Use this checklist to keep record of what you need to complete and have completed for your Application for Admissions. Incomplete applications will remain on file for one year only. **Do Not Return This Page to Our Office.**

Sent ✓	Date Sent	Document or Form
<input type="checkbox"/>	_____	Application fee of \$50.00 U.S. Money/Postal Order (non-refundable)
<input type="checkbox"/>	_____	A completed International Student Application
		<b>Writing Sample:</b> On a separate piece of paper, write a paragraph in your own words about: Your educational/occupational goals. Why do you want to study in the U.S.? What is your objective? How long do you wish to study at U.C.C.? What do you plan to do when you finish your program here? College or University you may want to transfer to when you complete UCC? Include any other information you would like us to share with us about you, your family or culture.
<input type="checkbox"/>	_____	<b>Proof of English proficiency:</b> Paper TOEFL--500 <b>or</b> Computer TOEFL--173 <b>or</b> Internet TOEFL--61 <b>or</b> ELPT--950 <b>or</b> IELTS--6.0 <b>or</b> MELAB--72 <b>or</b> ACE--Level 5 <b>or</b> ESL--Level 109 course completion at an accredited English as a Second Language (ESL) Institute. (UCC's Institutional Code - 4862). <i>(copy unacceptable)</i>
<input type="checkbox"/>	_____	International Student Financial Statement. Must include Bank Statements. <i>(copy unacceptable)</i>
<input type="checkbox"/>	_____	International Student Academic Agreement
<input type="checkbox"/>	_____	Completed Health Information/Physical Examination
<input type="checkbox"/>	_____	Completed Oregon Certificate of Immunizations Status for Colleges & Universities
<input type="checkbox"/>	_____	Verification of Health Insurance

- \_\_\_\_\_ Completed Educational Background Chart
- \_\_\_\_\_ Official copies of all previous educational records from secondary, post-secondary schools, colleges or universities you have attended in the United States or abroad.
- \_\_\_\_\_ **IF you are transferring from a U.S. High School or U.S. college/university:** Must complete Notice of Intent to Transfer. Please attach a copy of your I-94 & I-20.
- \_\_\_\_\_ **Copy of passport pages:** Copies of the pages containing the signature and photo with name and birthdate.
- \_\_\_\_\_ **Tuition Deposit Required Before I-20 is Released:** Upon receipt of your acceptance letter, direct deposit a minimum of \$4,000 (USA currency) into UCC's bank account to cover your first term of attendance (tuition & books). Upon completing the Wire Transfer/Direct Deposit, **FAX the receipt to the International Admissions Office at (541) 440-7713 or mail the receipt to our office. The deposit receipt is required before your I-20 will be released.** The receipt will also initiate your student account and guarantee the money will be available for your initial student expenditures.  
**Deposit a minimum of \$4,000 (USA currency) in:**
- Payable to: Umpqua Community College**  
**Umpqua Bank, 1790 NW Garden Valley Blvd., Roseburg, Oregon, USA 97470,**  
**Routing Number (ABA#): 1 2 3 2 0 5 0 5 4**  
**Umpqua CC Bank Account Number: 4 7 1 0 0 0 9 4**
- \_\_\_\_\_ **Express Mail:** Please send an **additional** \$55.00 U.S. Currency, if you would like to have your I-20 be mailed to you "Express Mail". Prepare for up to three (3) weeks mailing time to receive the I-20 by standard mail.

## QUESTIONS?

Contact International Admissions

Phone: 541-440-7743

Fax: 541-440-7713

Email: [admissions@umpqua.edu](mailto:admissions@umpqua.edu)