

PLEASE NOTE:
Except for OFFICIAL transcripts from U.S. colleges or universities, MOST other REQUIRED application items may be SCANNED and sent as attachments to cra@tomkinscortland.edu

Admission Instructions, Requirements, and Procedures

Priority Application Deadlines:

For students **NOT** currently living or studying in the United States and applying from another country:
July 1 for the August (Fall) term | November 1 for the January (Spring) term

Applications received after these priority deadlines will be processed. However, we cannot guarantee that adequate time will allow for visa processing and travel plans in time for the term start.

APPLICATION CHECKLIST

An application for admission, completed, signed, scanned, and emailed to cra@tomkinscortland.edu or sent via postal mail to the address above.

Your TOEFL or IELTS score

If you are already in the United States at the time of application, you may substitute the Accuplacer test.

If you have already taken the equivalent of college-level Freshman English composition course at a U.S. or Canadian institution, the test score requirement may be waived.

Upon arrival, you will be required to undergo English and Math placement testing unless you are exempted through transfer credits. If you place into ESL courses, you will be required to complete those prior to enrolling in other academic courses.

Transcripts from all high schools, universities, and/or colleges attended.

Certified translations of each transcript must be provided for transcripts not in English.

In order to be considered for transfer credit for your degree program, official, original transcripts must be sent directly from the other U.S. college or university via postal mail to:

Tompkins Cortland Community College
Admissions office
170 North Street, P.O. Box 139
Dryden, NY 13053-0139

OR via email directly from the other school to: transcripts@tomkinscortland.edu

In order to be considered for credit transfer, transcripts from non-U.S. colleges or universities must be evaluated by WES (World Education Services), <https://www.wes.org/>.

A signed Affidavit of Support from your sponsor

A bank statement from your sponsor showing a minimum balance of \$20,010 if you will live on campus and reserve your campus housing prior to the deadline, \$25,460 if you will live off campus.

If you have been awarded a government or other scholarship you may substitute documentation of the scholarship for the affidavit of support and bank statement, as long as it shows sufficient resources to cover all of your costs.

A copy of your current passport identification page.

When your application is received, you will receive an email with information about how to pay the \$50 application fee, which will help to cover the cost of shipping your I-20 and other admission documents to you via courier service. You cannot be fully admitted until the application fee is paid.



SEND ALL APPLICATION MATERIALS TO:
Attention: Colleen Armstrong, Admissions Office
Tompkins Cortland Community College | 170 North St., P.O. Box 139, Dryden, NY 13053
cra@tomkinscortland.edu

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ADMISSION APPLICATION FOR INTERNATIONAL STUDENTS

When do you wish to begin attending Tompkins Cortland Community College? ___ August ___ January Year: _____

PLEASE TYPE (OR PRINT LEGIBLY) YOUR NAME EXACTLY AS LISTED IN YOUR PASSPORT:

Family/Last Name _____

First or Given Name _____ Middle Name _____

Birthdate ____/____/____

COMPLETE PERMANENT HOME COUNTRY ADDRESS (REQUIRED):

Street Address or Location Description – CANNOT be only a P.O. Box _____

City _____ State/Province _____ Country _____ Postal Code _____

CURRENT MAILING ADDRESS (If different from above):

Street Address or Location Description – CANNOT be only a P.O. Box _____

City _____ State/Province _____ Country _____ Postal Code _____

Telephone Number: _____ Email Address: _____

City and Country of Birth: _____

Country of Citizenship: _____

Intended Field of Study/Major(Cannot be undecided): _____

First Language: _____

EMERGENCY CONTACT

Name: _____

Relationship: _____

Email Address: _____ Phone Number: _____

Address: _____

Language Spoken: _____

EDUCATIONAL BACKGROUND

You are REQUIRED to list ALL of your Non-U.S. and U.S Secondary (High-School) and Post-Secondary (AFTER High School) schooling. This includes any English-language study programs in the United States. Complete ALL columns for each school, beginning with secondary school and ending with your current or most recent school.

Name of School	Location of School	Years of Attendance	Type of School (Secondary, Post-Secondary)	Language of Instruction	Degrees/Diplomas (If Any)	Year Degree or Diploma Was or Will be Completed

By checking this box I understand that I am submitting the electronic equivalent of my signature. To the best of my knowledge, the information in this application is true. I understand that misrepresentation of facts on this application or in supporting documents will be cause for refusal of admission, cancellation of admission and/or suspension from the college. I agree to abide by the policies and regulations of Tompkins Cortland Community College. I understand I am responsible for the authenticity of all documents submitted by me or on my behalf.

Student Applicant's Signature _____

Date _____

If you choose to authorize someone else to represent you during the admission process, please detail his or her information here:

I authorize the person or organization named below to communicate on my behalf with Tompkins Cortland Community College during the course of my admission process:

Name of Authorized Individual or Organization

Email Address of Authorized Individual or Organization

I understand that I am responsible for the authenticity of all documentation submitted on my behalf by my authorized individual or organization.

Student Applicant's Signature _____

Date _____



INTERNATIONAL STUDENT AFFIDAVIT OF SUPPORT

Estimated Cost of Attendance per 9 month Academic Year (Summer Not Included)

Tuition – with Be One of US Scholarship (Living on Campus)	\$4,950
Non-Resident/International Fee (for students receiving the Be One of US Scholarship)	\$1,000
Tuition – without Be One of US Scholarship (Living off Campus)	\$10,200
Other Fees	\$1,270
Books/Supplies	\$1,200
Room (on Campus, reduced rate if reserved by set deadline)	\$7,400
Room (on campus, reservation deadline not met)	\$8,600
Meals (Campus meal plan – required if living on campus OR off-campus meals)	\$2,750
Required health insurance	\$1,440
Totals:	
Living On Campus, with Be One of US Scholarship, housing deadline met:	\$20,010
Living Off Campus, no Be One of US Scholarship	\$25,460

Individual Student or Sponsor’s Official Certification of Available Funds and Intention of Support

Name of Student

Student ID Number

Name of Sponsor (If more than one, each sponsor should submit a separate affidavit)

Sponsor Address

Sponsor Email

Sponsor Phone Number

My signature below certifies that it is my intention to fully support the educational and living expenses of the student named above for the duration of his or her studies.

Signature

Printed Name