

**Please Review Important Information Below:**

- The International Services Office is located on South Campus.** Students must submit all International Admissions Documents to South Campus. Incomplete packets will delay processing times. All forms are located on the Forms tab on our website.

**SAN JACINTO COLLEGE SOUTH**  
INTERNATIONAL SERVICES  
13735 BEAMER ROAD, S-6.120  
HOUSTON, TX 77089  
  
PHONE: 281-998-6150 EXT. 4636  
FAX: 281.929.4626  
INTERNATIONAL.SERVICES@SJCD.EDU

- Students may enroll at any of our three campuses (Central, North, and South).**  
(Note: Not all degree and training programs are offered on all campuses. See List of SJC Programs by campus.)
- Please know that SJC does not offer housing, transportation or health insurance.** Students are encouraged to have health insurance but it is not mandatory.

**STEPS FOR ENROLLMENT**

- APPLICATION**  
To apply to San Jacinto College, please go to [www.ApplyTexas.org](http://www.ApplyTexas.org).  
**An account and profile must be setup before submitting an application. When asked to submit Social Security numbers please leave blank.**
- OFFICIAL TRANSCRIPTS**  
Submit the Official Transcript(s) from all U.S. institutions attended, and all foreign transcripts/credentials at the university level. **If you have only attended a language program at a U.S. institution, then submit all foreign transcript/credentials, at the high school level and/or university level, with their evaluations.**
- FOREIGN TRANSCRIPT/CREDENTIALS EVALUATION**  
Submit a Foreign transcripts/credentials evaluation. You may use any of the Accepted Evaluation Companies from the list located at the following link:  
<http://www.sanjac.edu/sites/default/files/Evaluation%20Services%2011-3-15.pdf>  
You will have to visit these companies' websites for their application and fee information.

**ENGLISH LANGUAGE PROFICIENCY**

Submit an English Language Proficiency Score. Acceptable tests are: TOEFL, IELTS, and ACCUPLACER ESL.

**TOEFL and IELTS scores are valid for two years.**

You may be admitted in the **ESOL Program** with a minimum score of:

TOEFL	450 (Paper-Based Test) 45 (Internet-Based Test)
ACCUPLACER ESL	Reading 71; Write Placer 3; Sentence Meaning 53; Language Usage 53; Listening 53
IELTS	Band 4 range

You may be admitted to an **Academic Program** with a minimum score of:

TOEFL	525 (Paper-Based test) 70 (Internet-Based Test)
IELTS	Band 6 range
ACCUPLACER ESL	Reading 110; Write Placer 6; Sentence Meaning 109; Language Usage 109; Listening 93

**If outside of the U.S.**, submit an Official TOEFL score. **Our TOEFL I.D. for: Central Campus is 6694; North Campus is 6729; South Campus is 6730;**

**If inside the U.S.**, you may take the **ACCUPLACER ESL** exam at San Jacinto College. Minimum scores of Reading 110; Write Placer 6; Sentence Meaning 109; Language Usage 109; and Listening 93 will allow a student to be admitted into the academic program with additional placement testing.

**OR**

**EXEMPTIONS from the English Language Proficiency Requirement due to:**

Two years *attendance* and graduation from U.S. High School  
***And/or***

Successful completion of college level English from an accredited U.S. college or university

The following countries are exempt from proving English Language Proficiency Requirements:  
*Australia, The Bahamas, Belize, Bermuda, Botswana, Cameroon, Cayman Islands, English speaking Canadian provinces, The Fiji Islands, Gambia, Ghana, Guyana, Ireland, Jamaica, Kenya, Liberia, Malta, Nauru, Nigeria, New Zealand, Sierra Leone, Singapore, Solomon Islands, South Africa, Sri Lanka, Tanzania, Tobago Trinidad, Uganda, United Kingdom, The Virgin Islands, the West Indies, Zambia, and Zimbabwe.*

**FINANCIAL DOCUMENTATION**

The U.S. Government and San Jacinto College District want to make sure your education won't be interrupted by lack of finances, so we require proof that you have at least **\$23,484 U.S. dollars** of financial support annually. This is the estimated educational and living expenses for one year at San Jacinto College.

If you're bringing family, provide proof of an additional **\$6,000 for your first dependent and \$3,500 for each additional dependent.**

Based on your sponsor's status, provide us the following:

**If your sponsor(s) is/are U.S. Citizens or Permanent Residents**

Show proof of this financial support by completing the required form **and provide one (1) additional piece of documentation:**

**Form I-134 Affidavit of Support**

Click here to complete online form <http://www.uscis.gov/sites/default/files/files/form/i-134.pdf>.

Submit one (1) additional piece of documentation below:

- The most recent three (3) months of bank statements (checking and savings accounts only) on official bank letterhead from sponsor(s). *The ending balance for each month must show the amount of at least \$23,484.*
- A letter from Employer on company letterhead signed by your supervisor, stating annual income (*letter must be recent as of three (3) months*)
- Most recent U.S. Income Tax Return.

**For Non-U.S. Citizens**

Show proof of this financial support by completing the required form **and providing one (1) additional piece of documentation. All financial information must also include equivalencies in U.S. dollars.**

**Notarized Letter of Financial Backing form**

Click here to complete online form:

[http://www.sanjac.edu/sites/default/files/Letter%20of%20Financial%20Backing%20form%2009.10.15 1.pdf](http://www.sanjac.edu/sites/default/files/Letter%20of%20Financial%20Backing%20form%2009.10.15%201.pdf)

Submit one (1) additional piece of documentation below:

- The most recent three (3) months of bank statements (checking and savings accounts only) on official bank letterhead from sponsor(s). *The ending balance for each month must show the amount of at least \$23,484.*
- A statement on bank letterhead and signed by a bank official that certifies the sponsor's name, average balance, and affirmation that deposits have been made over the last year (*letter must be recent as of three (3) months*).
- A letter from Employer on company letterhead signed by your supervisor, stating annual income that certifies the sponsor's name, date of hire, permanent or temporary status, job description, and salary (*letter must be recent as of three (3) months*).

**SJC APPLICATION FOR AN I-20**

This application must be thoroughly completed or it will delay processing of the I-20 needed for the visa interview at the United States Embassy or Consulate. A foreign address must be provided.

**F-1 MEMORANDUM OF UNDERSTANDING** Please read carefully and initial each statement.

**PASSPORT**

The first page of the Passport showing correct name, date of birth, and expiration date of passport. Must show at least 6 months validity into the future.

For dependents, submit copies of passport, birth certificate and/or marriage license if applicable.

**I-20 RELEASE FORM**

Submit the Information Release Form that is included in this packet. Please note: we will send your international documents according to the delivery mode you have selected on this form. If someone will be picking up documents on your behalf, include their information on this form. If the delivery mode changes, please keep this information updated with International Services.

**MENINGITIS VACCINATION**

Proof of bacterial meningitis vaccination must be submitted to the International Services Office prior to being fully accepted. For more information and a list of exemptions please visit:

<http://www.sanjac.edu/meningitis>.

\*\* College students under the age of 22 years old are required to have the vaccination. \*\*

***San Jacinto College recommends submitting all documents to the International Services Office between 90 to 120 days before the start of a semester to complete the admissions and visa applications processes.***

**Please Mail All Forms To The International Services Office:**

<p><b>SAN JACINTO COLLEGE SOUTH</b> INTERNATIONAL SERVICES 13735 BEAMER ROAD, S-6.120 HOUSTON, TX 77089</p> <p>PHONE: 281-998-6150 EXT. 4636 FAX: 281.929.4626 INTERNATIONAL.SERVICES@SJCD.EDU</p>
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***When ALL the required documents have been submitted, received, and processed by the International Services Office, an I-20 will be prepared by the International Services Educational Planner and/or Counselor and sent to the student according to the delivery mode selected on the I-20 Release Form.***

**PAY SEVIS FEE (I-901 RECEIPT)**

**As soon as you receive your I-20**, you must visit the website [www.fmjfee.com](http://www.fmjfee.com) to pay your Student Exchange and Visitors Information System, SEVIS, fee. This fee is currently \$200. Do not forget to **PRINT THE RECEIPT** for your records. You will need to bring this receipt to the U.S. Embassy (or Consulate) when applying for the F-1 Visa.