International Transfer Student Checklist

1525 W. California • Gainesville, TX 76240 • (940) 668-4222

North Central Texas College
International Student Transfer Checklist

Please check full-time or part-time. All information **must** be submitted to the Gainesville Campus Admissions Office.

❏ **Full-time enrollment at NCTC by transferring SEVIS I-20 form:**

- ❏ A complete and legible application for admission
- ❏ Transfer Clearance Form signed and sealed by international advisor
- ❏ Copies of all I-20s you have received while studying in the U.S.
- ❏ Official transcripts from all colleges which student has attended. **A minimum cumulative GPA of 2.0 is required for admission.**
- ❏ If currently enrolled, official partial transcript is required. After semester is completed, and official transcript is required.
- ❏ THEA scores or proof of TSI (Texas Success Initiative) exemption
- ❏ An original notarized Affidavit of Support form and financial statements dated within 6 months of beginning of semester
- ❏ Copy of VISA and I-94 card (front and back) and identity page of passport
- ❏ Signed Guidelines Agreement for F-1 students
- ❏ Local and permanent address (physical address in home country)

All items must be received **60 days prior to the first day of regular registration for transfer.

❏ **Part-time enrollment at NCTC, concurrently or summer only:**

- ❏ A complete and legible application for admission
- ❏ Letter of permission from **International Student Advisor** indicating semester student plans to attend NCTC
- ❏ Copy of current SEVIS I-20 form
- ❏ THEA scores or proof of TSI (Texas Success Initiative) exemption
- ❏ Official transcripts from all colleges you have attended
- ❏ If currently enrolled, official partial transcript is required. After semester is completed, and official final transcript is required.

All items must be received **30 days prior to the first day of regular registration in order for a student to be considered for concurrent enrollment.

It is NCTC policy not to accept international students who are out of status with U.S. Immigration.

Submit all items to:

Janet Cox, International Student Advisor
North Central Texas College
1525 W. California Street
Gainesville, Texas 76240
(940) 668-7731, ext. 4404
jcox@nctc.edu