

Admission Policies - International Students

Priority admissions are given to those applicants who have submitted application materials by April 1 for enrollment in the fall term and by October 1 for enrollment in the spring term. No admission decisions will be made for applicants who do not provide all documents and information. International students are encouraged to complete application materials available on the Mayville State web site at:

<http://www.mayvillestate.edu/Admissions/InternationalCanadianStudents/Pages/default.aspx>

The following items are considered in admissions decision for interested international students:

1. Submission of an application for admission, a non-refundable application fee of \$35.00, a \$100 administrative processing fee, and a SEVIS I-20 processing fee. International transfer students who are attending other colleges in the United States may have the \$100 administrative processing fee credited to their tuition and fee charges if there are no costs incurred for overseas documents.
2. An applicant with international coursework is defined as any applicant who has credit from a high school not in the U.S. or a college/university not regionally accredited in the U.S.
3. Only official post-secondary transcripts may be used for admissions purposes or for the evaluation of credit to be transferred. College-level coursework taken at an institution recognized by a specific country's Minister of Education or at regionally accredited U.S. institutions is eligible for transfer to Mayville State University. Courses which transfer to the university, but do not apply toward a chosen program, will count toward the required credit totals to earn a degree. If a professional credential evaluation provides an equivalency of a bachelor's or associate's degree, those degrees will be recognized. Students transferring from a non-English speaking university outside of the United States must submit an official transcript from the institution reflecting all courses attempted and grades received; along with a professional course-by-course evaluation and English translation completed by World Education Services (www.wes.org) or ACCRAO (www.aacrao.org/international). If a student has already completed a course-by-course evaluation from another National Association of Credential Evaluation Services (www.naces.org) member, he or she can have this evaluation sent to the Admissions Office. Students must also provide an English translated copy of the institution's catalog or course descriptions or course syllabi to aid in the evaluation of transfer credit. Students attending an English speaking university outside the United States must also submit an official transcript from the institution reflecting all courses attempted and grades received. The student will be notified if a professional course-by-course evaluation completed by World Education Services or ACCRAO is required.
4. In order to be official, a transcript must meet any of the following criteria:
 - a. The transcript has arrived in an envelope sealed by the issuing institution, or
 - b. The transcript has arrived or been accessed via a secure electronic transcript exchange (not email, not fax) of which Mayville State is already a member; or

- c. The transcript is a copy attested by the issuing institution as shown by an attestation stamp; or
 - d. The transcript arrives as a photocopy attached to a credential evaluation performed by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) International Evaluation Services or a member of the National Association of Credential Evaluation Services (NACES) or the Association of International Credential Evaluators (AICE); or
 - e. The transcript has been provided by an official organization administering U.S. State Department sponsored fellowships, or international student exchange programs.
5. All international transcripts and credentials must be evaluated before they are used for admission purposes. Such an evaluation is the sole responsibility of the applicant, and it must be performed by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) International Evaluation Services, a member of the National Association of Credential Evaluation Services (NACES) or the Association of International Credential Evaluators (AICE). Some evaluations of transcripts and credentials from specific countries may be completed by trained admission staff.
6. An applicant whose native language is not English is required to demonstrate proficiency in the English language. Proficiency for admission purposes is demonstrated by any of the following (or a combination of the following):
- a. At least two years of study, in good standing, at a U.S. high school or regionally accredited U.S. college/university; or
 - b. At least two years of study, in good standing, at a post-secondary institution with English as the language of instruction; or
 - c. A degree or diploma from an institution in which English was the language of instruction.
 - d. A U.S. General Education Diploma (GED) administered in English; or
 - e. College Composition I and College Composition II, or equivalent courses, with a grade of „A' or „B' from a regionally accredited U.S. postsecondary college and/or university; or
 - f. Any of the placement scores on the ACT, SAT, PLAN, COMPASS and/or ACCUPLACER for English:
 - i. ACT English sub test of 18 or higher
 - ii. PLAN English sub test of 15 or higher
 - iii. SAT Writing of 430 or higher
 - iv. COMPASS Writing Skills of 77 or higher
 - v. ACCUPLACER Write Placer of 5 or higher
 - g. The Test of English as a Foreign Language (TOEFL), with a minimum internet-based test (iBT) score of 68 (or paper-based test score of 523); or
 - h. The International English Language Testing System (IELTS), with a minimum score of 6.0; or
 - i. The Pearson Test of Academic English (PTE-A) with a minimum score of 50; or

- j. The Michigan English Language Assessment Battery (MELAB) with a minimum score of 55; or
 - k. Completion of an official ELS course at levels 112 or above.
 - l. Completion of an official The Language Company (TLC), English as a Second Language (ESL) program, Level 9 completion certificate.
7. If English is the official language of the applicant's home country, SAT/ACT scores are required. In the absence of ACT or SAT scores, competency in English for purposes of course placement will be determined by a review of the academic records submitted by the student and completion of the ACT COMPASS or comparable instrument.
 8. International students who transfer from another American college are subject to the same admission standards that govern other transfer students. If they have 24 or more credits from another American college, with a minimum 2.00 CGPA, they are only required to submit transcripts of those college courses for evaluation and determination of admission status. If they have less than 24 credits, their admission status is that of an entering freshman and is based on their high school record. In those cases, they must submit high school transcripts, TOEFL or IELTS scores (if from a country in which English is not the official language), and ACT/SAT scores if they are from Canada or a country where English is the official language.
 9. International students who are graduates of American high schools and who apply for admission will follow normal procedures for high school applicants; i.e. submit evidence of completion of the College Prep courses, ACT/SAT scores and proof of graduation.
 10. Evidence verifying adequate financial resources to provide for all expenses (tuition, room/board, travel, etc.) while in the United States and during the entire period of time you expect to attend Mayville State, including vacation periods, must be provided before admission is granted. To meet this requirement, applicants must complete the International Student Financial Statement (available on the MSU web site) and return it to the Admissions and Extended Learning Office by April 1 for enrollment in the fall term, and by October 1 for enrollment in the spring term. If funding is expected from a sponsor who resides in the United States, the affidavit of support (I-134) will be required in addition to the Financial Statement. Financial statements must be current within six months of the first day of the initial semester and show sufficient funds for each academic year.
 11. All international students are required to maintain health insurance coverage from an approved carrier while in attendance at any state university in North Dakota. A health insurance policy selected by the State Board of Higher Education or approved by Chancellor of the university system is required. Requirements for the payment of premiums for International Student Health Insurance are specified in institutional Policy 505 - International Student Health Insurance.
 12. Residents of certain foreign countries who enroll at Mayville State University must provide documentation of TB skin testing. Such TB skin testing must be conducted by a recognized physician or health care official within the United States and should be completed during the first month of enrollment. New international students from all countries, except those classified by U.S. Health Officials as "low risk for tuberculosis" are subject to this

requirement for TB skin testing. The Student Affairs Office will maintain a list of countries that are in this “low risk” category.

13. Any international student enrolled in a course offered for credit at Mayville State University must provide documentation of immunity against measles, mumps, and rubella and meningococcal disease in accordance with NDUS policies and procedures. Documentation of immunity for measles, mumps and rubella means:
 - a. Evidence of two doses of measles, mumps, and rubella vaccine no less than one month apart from a licensed physician or authorized representative of a state or local health department;
 - b. Proof of a positive serologic test for measles, mumps and rubella; or
 - c. Proof of date of birth prior to 1957.

Newly admitted students ages 21 and younger residing in campus housing must provide documentation of immunity against meningococcal disease by one of the following:

- a. Evidence of at least one dose of meningococcal conjugate vaccine in the five years prior to enrollment, or
 - b. Evidence of two doses of meningococcal conjugate vaccine administered at age 10 or older and at least eight weeks apart.
14. After all the above documents and payments have been received and reviewed, the applicant will be notified of their acceptance.

Requirements for Canadian Students:

Applicants from any of the Canadian provinces must provide the following documentation and materials in order to be considered for admission to the university:

1. An application for admission, a non-refundable application fee of \$35.00, a \$100 administrative processing fee, and a SEVIS I-20 processing fee.
2. An International Student Financial Statement.
3. Results from either the SAT or ACT.
4. Official academic records or transcripts from the secondary school that awarded the high school diploma and transcripts from any post-secondary institution that you have attended.

It is recommended that all documents and materials for Canadian students be submitted by April 1 for enrollment in the fall term and by October 1 for enrollment in the spring term. While documents may be submitted after these dates, we cannot guarantee that they can be processed and application decisions made in time to guarantee enrollment.

Reviewed: Spring, 2012

Revised: March 26, 2012

Revised: January 7, 2013

Revised: June, 2015

**Sponsors: Vice President for Student Affairs and Institutional Research
Director of Academic Records**