

University of Mount Olive International Student Process



Treyvon Webb
International Admissions Representative
twebb@umo.edu
919-299-4942

Welcome

First and foremost, thank you for your interest in becoming a part of our thriving international community at the University of Mount Olive.

As a former Trojan myself, I can attest to the transformative experience you are signing up for, the friends you're going to make, and the education you're going to receive.

The application process for international students is less straightforward than a traditional American citizen's. Therefore it's important to start the process as soon as possible with as strong of an understanding as you can.

This document will give a more detailed and in-depth look at the process of enrollment than outlined in the email you have received.

Please read through the entire document and keep it as a reference as you move through the process.



Key Dates

(For Spring 2020 Students)

- **November 15th – Deadline for Spring Semester Students to submit all documents and make full semester payment**
- **January 14th - Residence Halls Open for New Students**
- **January 15th - First Day of Class**
- **May 1st - Residence Halls Close for Semester**

(For Fall 2020 Students)

- **May 31st - \$100 Housing Deposit Deadline**
- **June 30th - Deadline for Fall Semester Students to submit all documents and make full semester payment**
- **August 22nd - Residence Halls Open for New Students**
- **August 25th - First Day of Class**
- **December 11th - Residence Halls Close for Semester**

The Application Process

By this point, your application has been received and you will have access to your own profile. Please check your page regularly to make sure you are on top of things. Be sure to check for important information and any inconsistencies.

Required Documents for Admissions Decision -Freshmen-

1. Official High School Transcripts –

- Must be official hard copies. By this, we mean a physical copy either sent directly from the institution or governing body to UMO. If the document is a photocopy, it needs to be signed, sealed or stamped by the institution to verify authenticity.
- If the document is in a language other than English, an official translation is also required.

2. High School Transcript Evaluation –

- To ensure that all of our international students are accepted and awarded scholarships on the same scale, we require a transcript evaluation. We use third party companies to do this for us. They will receive the transcript and calculate an American GPA based on the country or origin and the grades required.
- We use a company called IEE to evaluate transcripts. They are based in Charlotte, NC and have a phenomenal working relationship with us. IEE has proven to be easier to work with than some of the larger companies.

a. Go to www.MyIEE.org

b. Begin the application by selecting *Start Now* on the homepage

c. Select *Education* as the primary purpose; create an account and then follow the steps to complete the application

d. Be sure to select *Course by Course Report* as the primary service

e. Send official copies of Transcripts to the address listed

f. Select the University of Mount Olive as the recipient

g. Pay the fee (Around \$135)

Please note that if the student is still enrolled in High School at the time of the evaluation, a further evaluation will need to be completed upon graduation.

Address: University of Mount Olive, 634 Henderson St, Mount Olive, North Carolina 28365

3. Official Test Scores

SAT or ACT

- a. Generally, International students have easier access to the SAT
- b. Go to www.collegeboard.org (for SAT) or www.act.org (for ACT)
- c. Look for nearest Test Center and book the date that you want to sit the test. The earlier the better.
- d. Request for official scores to be sent to UMO. UMO's Code on the CollegeBoard website is 5435 for the SAT and 3131 for the ACT on the ACT website.

4. Official TOEFL (Test of English as a Foreign Language)

- Only required in non-English speaking countries
- A minimum score of 65 is required
- Official Scores must be sent directly UMO from the Website

-International Transfers (College or Uni outside the US)-

If transferring from a college or university outside of America, the requirements are the same, with the exception of the Test Scores. You *may* not need to take the SAT. Please check with Treyvon in regards to your eligibility as a transfer student.

-International Transfers (College in US)-

International students coming from another college in the United States will only need to send their official college transcript. If they have taken less than 24 Credit Hours, the SAT and High School Transcripts may be required. Please check with Treyvon in regards to your eligibility as a transfer student.

Acceptance

Once all documents are received, an admissions decision will be made.

Students will receive their acceptance letter via email, along with their initial scholarship package, and several forms that will need to be completed in a timely manner.

The student will also be prompted to pay a \$100 deposit to confirm their place in on-campus housing and allow them to register for classes. This can be done online or over the phone. This payment is required by **May 31st** for Fall Students. Refer to the “Key Dates” section in this document for other payment information.

The following will be attached to the acceptance email:

- 1. Acceptance Letter** – A hard copy will be sent to the student at a later date. This letter confirms acceptance to UMO.
- 2. Scholarship Award Letter** – A hard copy of this will also be sent at a later date. This letter lists the scholarships that have been offered to the student at this time. They are subject to change based on GPA changes, test score improvements, and other circumstances.
- 3. Housing Request Form** – This form will be online. A link to the form will be provided. Housing assignments will be given at the start of July.
- 4. Immunization Form** – Before the student arrives, all of the required immunizations will need to be listed and signed for by a physician. Deadline for this form is **August 1st**
- 5. Physical Form** – Only non-athletes will receive this form and it needs to be completed by a physician. Deadline is **August 1st** for Fall Semester Starts and **January 1st** for Spring Semester Starters.

Athletes will be given a link to Sportsware, where they will find their own Physical Form and other requirements for participation in NCAA Athletics.

I-20 and VISA Process

The next stage of the admissions process is the most important and the most complicated. International Students are required to have an F-1 or Student VISA for entry to the United States. Although the application must be completed by the student, the Form I-20 must be created by the University to begin this process.

The I-20 will be sent via FedEx along with the hard copies of the acceptance letter and scholarship award letter. Upon its arrival, the student can schedule an appointment at their nearest US Embassy and complete the VISA Process. The following link is a great resource for the VISA Application Process:

<https://studyinthestates.dhs.gov/ive-been-accepted>

It is up to the discretion of the US Immigration Service to decide if the student will have their VISA accepted. The majority of our students do not have issues with this, but we have had a handful of denials for different reasons.

Once the VISA is created and the SEVIS fee is paid, the student is free to enter the US and begin their studies

It is important that once the VISA has been made, the student travels with it in their passport and with their I-20 at all times when entering or leaving the country.

Students cannot enter the country and study on a tourist VISA.

CANADIAN STUDENTS ONLY: INTERNATIONAL STUDENTS FROM CANADA ARE NOT REQUIRED TO GO THE EMBASSY FOR A PHYSICAL VISA. PAYING THE SEVIS FEE AND BEING IN POSSESSION OF AN I-20 IS SUFFICIENT.

-Requirements for Creation of I-20-

An email will be sent following the receipt of the forms mentioned in the Acceptance segment of this document. It will have the following forms and necessary requests attached.

All of these steps are REQUIRED to be completed by June 30th for Fall Semester Starters, and November 15th for Spring Semester Starters.

Students will also be required to pay the ENTIRE cost of the first semester up front before this date, in addition to completing everything included in the list below.

1. Financial Form for I-20 –

- i. This form is an acknowledgment by the student for the University, of the cost of attendance, where scholarship funds are coming from, and how the student intends to pay for the remaining balance.
- ii. Students will fill in the table for all four years. The columns for the 2nd, 3rd, and 4th are estimates and are in no way binding the student financially.
- iii. The sum of all scholarships, funding, and loans must be equal to, or more than the figure given for total cost.

2. Financial Documentation -

- i. Students are required to provide proof of financial capability for the remainder of the school year.
- ii. For example, if the full cost for one year was \$15,000, the student would have already paid \$7500. They will then need to provide proof of funds for at least another \$7500.
- iii. We can accept bank statements, letters of support from banks, or screenshots of online banking profiles.
- iv. This is viewed as a strengthening factor in the VISA process as it shows investment in the student's education at UMO.

3. I-20 Info Form

i. This is a basic confirmation of the student's details for entering into SEVIS (The VISA System).

ii. Fill it in as accurately as possible to avoid any possible discrepancies with the embassy.

4. Passport Picture Page

i. Students are required to submit a photocopy of the picture page in their passport.

5. Parent Info Form –

i. Collects details of student's parents (for example, address, phone number, email etc.) in case of emergency.

6. Student Itinerary Form –

i. Not needed before the I-20 is created, but as soon as flights and travel details are confirmed, students should fill this out and send it back.

ii. UMO can organize pickups from the airport, and knowing when students arrive makes this much easier to coordinate.

7. Wiring and Credit Card Information –

i. As mentioned above, students are required to pay the entire first semester up front (before June 30th for Fall Semester Starters, and before November 15th for Spring Semester Starters).

ii. These forms provide the payment options.

iii. After the first semester, students can join a monthly payment plan.

Once all of these documents have been received (besides Number 6), UMO will proceed to create the I-20 Document.

Creating a Schedule

After the student has paid the \$100 deposit earlier in the process, he or she will be able to have a class schedule made for the forthcoming semester. A major (program of study) will need to be declared at least tentatively before the I-20 is created. An advisor will be assigned to the student based on this choice and, along with Treyvon Webb and the registrar's office, a schedule will be created.

Further Steps

Between the creation of the I-20 and your arrival on campus there will be several loose ends to tie up. These will be different for every student depending on individual circumstances, but some of these could be:

- Updated Evaluation of High School Transcripts if student has graduated since acceptance to UMO
- Immunization Forms
- Physical Forms
- Booking Flights
- Sportsware
- Accepting Financial Aid on your MyUMO account

Thank you!

Please keep ahold of this document as you work through the admissions process. Refer back to it if you are unsure of anything. Treyvon Webb is your direct point of contact and can help if you come across any issues. Work hard to stay well within the deadlines. Mistakes tend to happen the late students wait to turn things in. The further ahead you look in the process, the better. Again, thank you for your interest in the University of Mount Olive. I look forward to working with you and having you as a part of our Trojan family!

-Treyvon Webb