



University at Buffalo
The State University of New York

Summer 2014

Instructions for International Undergraduate Students Seeking Summer-Only Non-Degree Study on an F-1 Student Visa

1. Complete and submit (by mail, fax or scanned attachment) the “Undergraduate International Student Application Form for Non-Degree Summer Study” to the International Admissions Office.
2. Applications received without the \$50 Application Fee cannot be processed.
3. International students enrolled in summer-only non-degree study must be registered full-time (defined as six credits in the student’s first Standard Summer Session).
4. Submit a copy or scanned attachment of your secondary school and/or university transcripts, school-leaving examinations and/or certificates.
5. English language proficiency must be sufficient so that you can successfully complete university classes. In the application form, answer the questions about your English proficiency and submit the required documentation. When you arrive at UB, the University may test your English language proficiency if you are having language problems and you may be required to register for an English class if your language proficiency is determined to be inadequate to successfully function in a university academic setting. You must submit or document one of the following:
 - a. TOEFL score report (no minimum score for summer-only study).
 - b. IELTS score report (no minimum score for summer-only study).
 - c. SAT I Critical Reading section score report.
 - d. GCE O level or A level Results Slip with a passing grade in English.
 - e. IB passing grade in English or Literature.
 - f. AP passing grade in English or Literature.
 - g. Any other recognized test that demonstrates English language proficiency (for example, STEP, CEFR, CET, PTE, TOEIC, GRE Verbal score, MELAB, Cambridge ESOL CPE and CAE, iTEP, etc.).
 - h. Citizenship of a country where English is the official / legal language.
 - i. Citizenship of a country where English is the medium of instruction (for example, some Caribbean countries, some African countries, India, Singapore, some European countries, and others); to be determined on a case-by-case basis by International Admissions as part of the application review process.
 - j. Successful completion of an English language program.
 - k. Successful completion of at least one term of academic study in a country where the official medium of instruction is English (regardless of citizenship or native language of the applicant).

➤ Applicants who cannot demonstrate English language proficiency as noted above cannot be admitted and will not be issued an I-20 or DS-2019.
6. If you require a Certificate of Visa Eligibility for a Student Visa (Form I-20 or DS-2019), complete the International Applicant Financial Form and submit it with the required financial documentation.
7. Complete the “Summer Class Registration Planner” in the application. You will be required to register for at least 6 credits (2 classes) in your first summer session. But please list four (4) classes (in rank order) in case your first two choices are not available. Visit <http://registrar.buffalo.edu/schedules/index.php> for the summer class schedule.
8. You will be required to attend a short international summer orientation program conducted by the Office of International Student and Scholar Services. An Orientation fee will be charged to your student account.
9. It will be your responsibility to contact **Brian Waldrop**, Senior Academic Advisor in the UB College of Arts and Sciences Student Advisement and Services, at: bwaldrop@buffalo.edu to confirm your enrollment and register for your classes.
10. Tuition eBills are e-mailed after summer class registration has occurred.
 - If you register before mid-June, your bill will be e-mailed to you in mid-June and will be due in mid-July.
 - If you register after mid-June, your bill will be e-mailed to you in mid-July and will be due at the end of August.
11. Housing: Visit <http://www.ub-housing.buffalo.edu/summerstu.php> for summer campus housing details.
12. On-Campus Employment is not permitted.
13. UB does not provide airport pick up. Taxis, shuttles and public transportation are available. Information will be sent with the I-20 packet.

13. What is your native language / mother tongue? _____

14. If English is not your first language, is your English language proficiency sufficient to participate successfully in an American university? Yes No

Required Documentation:

TOEFL or IELTS. Test Date: ____ / ____ / ____ Test Score: _____
Month Year

Be sure to request that official test scores be sent to UB. The UB school code for TOEFL is 2925 (SUNY U at Buffalo). For information about IELTS and how to send your score to UB, please visit www.ielts.org.

Other (see instructions): _____

EDUCATIONAL DATA

Secondary School:

Grade Level	Dates Attended From - To	Age	Name of School City / Country	Certificates, Diplomas, Standardized Exams Earned

University:

Grade Level	Dates Attended From - To	Age	Name of School City / Country	Certificates, Diplomas, Standardized Exams Earned

I CERTIFY THAT ALL INFORMATION ON THIS APPLICATION FORM IS TRUE TO THE BEST OF MY KNOWLEDGE. I understand that withholding / omitting information requested on this application or providing false or misleading information may make me ineligible for admission or subject to dismissal.

Further, I understand that my English language proficiency may be assessed when I arrive on campus and that I may be required to register for an English class if my language proficiency is determined to be inadequate to successfully function in a university academic setting.

Applicant's Signature: _____ Date: _____

Mail the completed application form and supporting documentation to:

International Admissions
University at Buffalo
17 Capen Hall
Buffalo, NY 14260 USA

For more information:

Web: www.buffalo.edu/intadmit
Tel: (716) 645-6121
Fax: (716) 645-3240
Email: intadmit@buffalo.edu

International Applicant Financial Form – Summer 2014

All international applicants must document their ability to meet all educational and living expenses for the entire period of their intended study before this university can issue a Certificate of Visa Eligibility (Form I-20 or DS-2019). Read the following instructions carefully before completing and submitting this form.

Instructions

Part I: Answer questions 1 – 7 completely.

Part II: Indicate which summer session(s) you plan to attend, indicate the sources of your funding, the amounts available for each funding source, indicate the total amount available, and have the sponsors verify their support by signing this form. Include required supporting documentation (see below).

Each applicant must document financial support equal to or greater than the amounts indicated below, depending on the number of registered credit hours. (These figures are estimated costs and are subject to increase without notice.)

Estimated Summer 2014 Budget

Summer-Only Non-Degree Undergraduate-Level International Students

(Tuition is charged at the rate applicable to each course as determined by the course level.)

Tuition and Fees (per credit)	\$ 835
Student Card (one time charge)	\$ 20
International Health Insurance (per month)	\$ 103
On-Campus Housing Allowance (per night)	\$ 35
Meal Allowance (per day)	\$ 25

UB offers summer sessions of varying lengths. Check the Summer UB Academic Schedule (<http://registrar.buffalo.edu/schedules/index.php>) to select which session or combination of sessions for which you will register (international students must register for a minimum of 6 credits in their first summer session).

Total cost for a typical 6-week program (with a minimum 6 credits) will cost approximately **\$ 7,935**

Total cost for two back-to-back 6-week programs (with a total of 12 credits) will cost approximately **\$ 15,450**

The following costs are not included and are not printed on the I-20 / DS-2019 and students/families should be prepared to budget: local and international transportation, orientation fee, student activities, books and supplies, incidentals and personal allowances. We recommend budgeting approximately \$1,000 per session for these extra out-of-pocket expenses.

Source of Funds

Required Documentation

Personal / Family Savings

Signatures of sponsors on this form. Bank verification in a separate statement of account documenting that funds are available in liquid assets; salary statements, accountant summaries and property cannot be used.

Scholarship

Official scholarship award letter from the institution awarding the scholarship. The award letter must contain the name of the applicant, the amount of money available for each session / year of study, the duration of the award (including beginning and ending dates), the degree and major field of study for which the award is tenable, and the name of University at Buffalo as the institution to which the award is applicable.

Government or Employer

Official letter indicating amount of support and containing the same information as for "Scholarship" described above.

Loans

Official letter from credit institution indicating approval of the loan and the amount approved.

- Bank statements carry no liability on the part of the bank.
- All documentation must be dated within one year of the date of initial enrollment at the University at Buffalo and translated into U.S. dollars.
- This information is required for visa eligibility determination only.
- The University at Buffalo reserves the right to require additional financial documentation from applicants whose countries impose currency exchange restrictions or other obstacles to the transfer of currency. Applicants from such countries will be notified of specific requirements when they have submitted completed applications.



University at Buffalo *The State University of New York*
Office of International Admissions

Summer 2014 Class Registration Planner

Please review UB's electronic summer class schedule at <http://registrar.buffalo.edu/schedules/index.php> and answer the questions below.

1. Which is the **earliest** summer session in which you plan to **begin** enrollment? (Check only **one** below.)

- May 27 start date
- June 23 start date
- July 7 start date

2. List below the courses for which you plan to register. You will be required to register for a minimum of six (6) credit hours (two courses) in your first summer session. In case your first-choice courses are not available, please list four (4) courses in ranked order.

Rank	Course	Title	Credits	Class Number (#)
	BIO200LEC	Evolutionary Biology	5	12345
1				
2				
3				
4				
5				

FOR OFFICE USE ONLY

Name: _____
Surname / Last Name Given Names

UB Person Number: _____