

# Orangeburg-Calhoun Technical College

## Statement of Procedure

Title: Admission of International and Non-Resident Students

Number: 4.006.01

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Department of  
Responsibility: Admissions

Authorization:

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President

Date Approved: November 19, 2003

Last Revised: October 20, 2020

Last Reviewed: May 17, 2016

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Orangeburg-Calhoun Technical College is authorized by the United States Citizenship and Immigration Services (USCIS) to enroll nonimmigrant international students. Admission of international students must comply with federal and state regulations pertaining to international student enrollment in U.S. colleges.

International students must meet the following criteria to be considered for admission:

- Complete an admissions application
- Meet minimum scores from Test of English as a Foreign Language (TOEFL). Minimum scores are accepted from any one of 3 testing formats that include:
  1. Paper Based Test-score 500
  2. Internet Based Test – score 61
  3. Computer Based Test – score 173
- Provide official English translations of secondary and post-secondary transcripts, including certification of high school graduation from a World Education Services. Any costs associated with interpretation and translation of transcripts will be the responsibility of the applicant.
- A detailed statement of financial resources from a recognized financial institution indicating sufficient funds to finance education, living expenses and return trip home. The student may also submit a notarized statement from a U.S. citizen claiming financial responsibility for his/her academic expenses.
- Score report from Scholastic Aptitude Test (SAT) or OCtech's Placement Test.
- Evidence of health insurance coverage that is valid for claims submitted while in the United States.

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Upon notification of admissions eligibility, the student must submit an advance deposit of tuition for two semesters. Upon receipt of the advance deposit or tuition, the College will begin the process to register the applicant as a student with the U.S. Immigration and Customs Enforcement (SEVIS) and issue the I-20 to the applicant.

Information about TOEFL may be obtained by the applicant at the nearest American Embassy Consulate Office or directly from TOEFL, Box 899, Princeton, New Jersey 08540.

Information about the SAT may be obtained by the applicant at the nearest American Embassy, Consulate Office, or directly from SAT, Foreign Edition, Box 1025, Berkeley, California 94701.

International Transfer applicants will be required to meet all admissions criteria for new applicants. In certain cases, placement examination score requirements may be waived at the discretion of the Vice President for Student Services for an international transfer applicant who can supply official documentation of having earned twelve (12) credit hours or more with a cumulative GPA of 2.0 from an accredited post-secondary institution within the United States.

Enrollment of a new or transfer international applicant will occur only after the Vice President of Student Services has confirmed the prior institution has released the student for transfer in the SEVIS system monitored by ICE. The student must also provide the Vice President of Student Services with a copy of the I-94 form to be kept in the student's permanent file, indicating the F-1 student status.

International students must comply with all United States Department of Immigration requirements.

NOTE: Admissions may be denied to an international transfer applicant with less than a 2.0 GPA, regardless of the total credit hours earned. In addition, the international transfer applicant must supply the Vice President for Student Services with a letter from his/her previous institution indicating the applicant is in good academic standing and in compliance with the Office of Immigration and Customs Enforcement Regulations to transfer.