

Application Directions & Supplemental Items

International Student Services (ISS) welcomes applications for prospective F-1 students. Please note the due dates and follow the application directions and read the list of supplemental items. If you have questions, please contact us at iss@mccneb.edu.

Application Due Dates			
Quarter	Change of Status Applicants	Applicants Applying Outside the USA	Transfer F-1 Students Within the USA
Fall 2019 Orientation is on Aug. 29, 2019. Classes begin Sept. 3, 2019.	Please discuss with ISS	July 1, 2019	August 1, 2019
Winter 2019 Orientation is on Nov. 26, 2019. Classes begin Dec. 2, 2019.	Please discuss with ISS	October 1, 2019	November 1, 2019
Spring 2019-2020 Orientation is on Mar. 5, 2020. Classes begin Mar. 7, 2020.	Please discuss with ISS	January 2, 2020	February 1, 2020
Summer 2020 Orientation is on June 4, 2020. Classes begin June 5, 2020.	Please discuss with ISS	April 1, 2020	May 1, 2020

Directions

1. Create an account as a prospective F-1 international student at mccneb.elluciancrmrecruit.com/Admissions/Pages/welcome.aspx.
2. Click on "Not registered yet? Create an account!" toward the bottom.
3. Under "Student Type", select "International Student".
4. Under "International Student Type", select the type that fits your situation:
 - "Change of status to F-1 Student"
 - "Prospective F-1 student outside the US"
 - "Transfer F-1 Student"
5. After you finish creating an account, you will get an email to complete a free application.
6. Complete the application online.
7. You will then be asked to upload supplemental items listed on the [next page](#).

Note that requirements vary depending on whether you are applying from outside the USA or if you are a current F-1 student within the USA and applying to transfer. **There is no application fee at this time.**

Please continue to the next page for the list of supplemental items.

Supplemental Items

	Change of Status	Applying from outside the USA	Transfer F-1 Students within the USA
English Proficiency	Official college transcripts showing English at college level, or you will need to take the placement test. If you are outside of the Omaha area, then please contact ISS to set up a remote test. (Please refer to the English proficiency sheet for more information.)	Official TOEFL score. Or, you may be exempt from this requirement. (Please refer to the English proficiency sheet for more information.)	Official college transcripts showing English at college level, or you will need to take the placement test. If you are outside of the Omaha area, then please contact ISS to set up a remote test. (Please refer to the English proficiency sheet for more information.)
Financial Affidavit and Bank Statement	Both sides of the form need to be completed. Please remember to sign the form. The name on the bank statements/letter must match the name of the financial affidavit. Original bank statements or letters must be English, in U.S dollars equivalent, and must be dated within 6 months of submission. Money markets are not accepted. See the Financial Affidavit for the amount for dependents.		
Previous Education	Official certified copy of your high school or college diploma, certificate or qualifications. Submit a copy of the original with certified English translations, if not already in English. Official transcripts from all U.S colleges. They may be mailed or emailed. Please send them directly to ISS, otherwise they will go to a different department.	Official certified copy of your high school or college diploma, certificate or qualifications. Submit a copy of the original with certified English translations, if not already in English.	Official certified copy of your high school or college diploma, certificate or qualifications. Submit a copy of the original with certified English translations, if not already in English. Official transcripts from all U.S colleges. They may be mailed or emailed. Please send them directly to ISS, otherwise they will go to a different department.
Identification and Immigration Documents	A copy of your: <ul style="list-style-type: none"> • passport identification page • visa • I-94 • admission stamp • If you are a J-1, provide your DS 2019 • If you are an H1-B, provide your employment letter or recent pay stub 	A copy of your passport identification pages.	A copy of your: <ul style="list-style-type: none"> • passport identification page • F-1 visa • I-94 • admission stamp • previously issued I-20s (all)
Health Insurance	Statement Regarding Health Insurance Form. Please sign and date the form.		
Additional Documents	Please provide a copy if you have any of these documents: <ul style="list-style-type: none"> • Employment authorization card • Social Security card 	None	<p>“Transfer to MCC” form. Complete the top and give the form to your Designated School Official (DSO) at your current institution. Your DSO may fax or email this form to us.</p> <p>Please provide a copy if you have any of these documents:</p> <ul style="list-style-type: none"> • Employment authorization card • Social Security card

We do not accept late applications. If you are accepted, you will receive an official acceptance letter and an I-20. You will need to provide written consent and contact information before ISS will release information to another person about your application or government records. If you are an applicant outside of the US, you will need to take the admission letter and I-20 to apply for an F-1 visa at a U.S. Embassy/Consulate. The U.S government expects that you will be pursuing the objectives that are stated on your I-20 within the time limits specified.

You must enroll in a minimum of 12 credit hours each quarter, unless you have authorization from ISS. Please refrain from working without proper authorization. Please be sure that you understand your rights and responsibilities for maintaining your status. Contact ISS at iss@mccneb.edu if you have questions.