

Admission Checklist

This checklist names all of the materials involved in the application process. Because each applicant's situation is unique, necessary documentation often differs from applicant to applicant. Review the list and complete all of the items that you are required to complete. Then, mail all application materials together to "International Admission" at the address at the bottom of this page.

- o **International Student Information form** (See pages 3–4 of this document.)
- o **Required testing**
Test of English as a Foreign Language (TOEFL). This exam must be taken if English is not your native, or first language. Applicants must score at least a 460 (paper-based) or 140 (computer-based) or 48 (internet-based) in order to be considered for admissions. We do not accept institutional TOEFL exams. For exam information please contact TOEFL Publications at (609) 771-7100 or visit their website at <http://www.toefl.org>.
- o **Compass placement test**
The Compass Placement Test will be completed at Genesee Community College once you arrive. It cannot be completed by you at this stage of the application process.
- o **Signed certified bank statement**
Provide a signed certified bank statement (translated to English) demonstrating possession of enough U.S. funds to pay for fees and tuition for one year of study. The financial documentation is also required by the Immigration and Naturalization Service. Therefore, please keep a copy for use in obtaining a student visa. Currently, international students seeking an I-20 must show proof that they possess \$13,860 in U.S. dollars or the equivalent thereof. However, because **College tuition and fees may change**, the amount that international students must demonstrate that they possess also may change.
- o **Declaration of Financial Support form** (See pages 5–6 of this document.)
This form must be completed by all applicants who do not reside in the United States currently. If financial support is based on acceptance to this school, a letter stating that is needed.
- o **International Student Procedures** (See pages 7–8 of this document.)
The contract within this section must be completed and signed.
- o **Free Application for Admission**
- o **Photo Identification**
Provide a copy of an official government-issued form of identification, such as a passport.
- o **High school transcript**
Provide an official copy of your high school transcript (translated to English) that includes the year of graduation.
- o **College transcript** (if applicable)
Provide an official copy of your college transcript (translated to English).
- o **School Transfer Eligibility form** (if applicable, see pages 9–10 of this document)
This form must be completed by the international student advisor at current or last attended college.
- o **Proof of immunization**
Applicants born after 1956 must provide proof of immunization against measles (two shots), mumps, and rubella.

Affirmative Action

In accordance with federal regulations, the New York State Human Rights Law, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act, Genesee Community College does not discriminate on the basis of age, race, color, creed, gender, religion, marital status, veteran status, national origin, disability, or sexual orientation in educational programs, activities, admissions, or employment.



One College Road, Batavia, New York 14020-9704
(585) 343-0055 • Fax (585) 345-6805

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International Student Information

Personal Information

1. Name _____
family/last name given/first name

2. International address _____
number and street apartment

city state/province country ZIP/postal code

3. Telephone # _____ 4. Fax # _____

5. E-mail _____

6. Current home address _____
number and street apartment

city state/province country ZIP/postal code

7. Telephone # _____ 8. Fax # _____

Your responses to questions 9–12 are voluntary and optional.

9. Date of Birth ____/____/____
month/day/year

10. Country of birth _____

11. Country of citizenship _____

12. Native language _____

Visa Status and Information

13. If you do not currently reside in the United States, do you plan to apply for an F-1 student visa to enter the United States to attend Genesee Community College? o Yes o No

14. If you answered “Yes” to question 13, then you must complete the “Declaration of Financial Support,” on pages 5–6 of this packet. If you answered “No” to question 13, then indicate the status under which you plan to enroll at Genesee Community College. _____

15. If you do currently reside in the United States, indicate the status you now hold.

o F-1 (student)

What institution issued the I-20? _____

If you possess an F-1 visa, please complete the School Transfer Eligibility form on page 13 of this document.

o J-1 (exchange visitor)

What institution/organization issued the IAP-66? _____

o B-1 or B-2 (tourist or business) When does this visa expire? ____/____/____
month/day/year

[Over, please]

English Language Proficiency

If your native language is not English, then you must demonstrate acceptable English language proficiency for your application to be considered for admission to Genesee Community College. This requirement can only be met by submitting an official Test of English as a Foreign Language (TOEFL) score of at least 460 (paper-based) or 140 (computer-based) or 48 (internet-based).

16. Have you taken the TOEFL? Yes No

17. If you answered "Yes" to question 16, when did you take the TOEFL? ____/____/____
month/day/year

18. If you answered "Yes" to question 16, what was your TOEFL score? _____

19. For what program of study are you applying? _____

20. What are your educational and career goals, and how will studying at Genesee Community College help you meet them?

Educational History

21. In order of most recent to least recent, provide information about all secondary schools, institutes, colleges, and universities that you have attended and are attending now.

A. _____
name of institution, and address (including city and country) of institution

_____ dates of attendance, level of education, certificate, diploma, or degree earned, and date certificate, diploma, or degree was received

B. _____
name of institution, and address (including city and country) of institution

_____ dates of attendance, level of education, certificate, diploma, or degree earned, and date certificate, diploma, or degree was received

C. _____
name of institution, and address (including city and country) of institution

_____ dates of attendance, level of education, certificate, diploma, or degree earned, and date certificate, diploma, or degree was received

D. _____
name of institution, and address (including city and country) of institution

22. Provide any additional information about your educational background or academic achievements.

23. How did you learn about Genesee Community College?

Genesee Community College Website Other Website Current college or school Friend or relative

Other (please list) _____

24. By signing below you certify that all information on this form is true to the best of your knowledge.

Applicant signature _____ 25. Date ____/____/____

10. To claim a scholarship or loan as a source of funding for your first year of study, detail your scholarship or loan below. Also, include an award letter or loan approval letter with this application, and complete question 15.

Scholarship/loan agency _____ Amount _____ Amount \$ _____
(in native funds) (in U.S. dollars)

11. To claim government or employer sponsorship as a source of funding for your first year of study, detail your sponsorship below. You must also include an official sponsorship letter with this application, and complete question 15.

Sponsor _____ Amount _____ Amount \$ _____
(in native funds) (in U.S. dollars)

Sponsor _____ Amount _____ Amount \$ _____

12. How will you finance subsequent years of study at Genesee Community College?

13. To be completed by a bank official: by signing below you certify that the funds indicated above are on deposit or are held in the applicant's name, or by his/her family members or sponsors named above at the following financial institution.

Verification of funds is without liability to the bank or its officials.

Bank name _____

Bank address _____
number and street

city state/province country ZIP/postal code

Signature or seal of bank official _____ Date ____/____/____

14. To be completed by a sponsor: By signing below you certify that you agree to provide the funds indicated above to the applicant for the purpose of full-time study at Genesee Community College; that you are submitting bank statements demonstrating the availability of the funds indicated above; that you understand that Genesee Community College cannot provide financial aid to the applicant; that you agree to provide these funds for the duration of the applicant's course of study; that you understand that, if this commitment is not met, the applicant may be dismissed by Genesee Community College.

Sponsor name _____

Sponsor address _____
number and street

city state/province country ZIP/postal code

Sponsor signature _____ Date ____/____/____

15. To be completed by the applicant: By signing below you certify that all information on this form is complete and accurate to the best of your knowledge; that you are aware that providing false or misleading information will result in the denial of admission or cancellation of registration following enrollment; that you understand that work and financial aid are not available to you at Genesee Community College.

Applicant signature _____ 23. Date ____/____/____

Genesee Community College

Batavia, New York

Procedure: INTERNATIONAL STUDENT PROCEDURES

Number: 427 Date: September 27, 2001 Page 1 of 2

Cross Reference:

Supersedes: Previous Procedure #427 Dated 5/94

Genesee Community College has endorsed an open-door admissions policy. This policy applies to foreign applicants as well as residents of the United States. There are, however, some specific circumstances and unique situations regarding foreign students' admissions. The purpose of this procedure is to outline the decision-making process in the case of foreign student applicants. Foreign students normally make initial contact with the Admissions Office.

I. INTERNATIONAL STUDENT POLICIES AND PROCEDURES ON ADMISSIONS:

- A. International students are required to send the Admissions Office a certified English translation of their high school transcript (grade reports, marks) with proof of graduation. This should accompany a Genesee Community College application.
- B. Applicants are required to take the Test of English as a Foreign Language Exam (TOEFL). Minimum score required is 460, or 140 computer based.
- C. Bank statements (English translation) showing proof of financial support are required. The balance should cover the cost of at least one year of college expenses. (Please carefully read the "Expenses" section, below.)
- D. A verified student immunization form must be received before a student can register for classes.
- E. All international students are required to have an interview with the Admissions Office. If the student will not be in the United States prior to the start of classes, an interview should be arranged immediately upon arrival.

II. STUDENTS' RESPONSIBILITIES

A. Insurance

All F-1 students are required to carry health and accident insurance. The accident insurance is mandatory for all Genesee Community College students. A health insurance policy is available through the College for an annual fee. This will help to protect the student, their family, and the College in case of sickness or an accident. Students should request a copy of the insurance policies. Families of international students may wish to carry additional health and accident insurance as well.

B. Housing

There is housing located adjacent to the campus, which is owned by the College’s Foundation. It is the student’s responsibility to contact the housing facility, called College Village. For more information, please contact College Village, One College Road, Batavia, NY 14020 or e-mail them on the GCC website, www.genesee.suny.edu.

C. Expenses

International students should bring enough money to cover tuition, fees, books, housing, meals, clothing, and spending money. Tuition, fees, and housing payments will be due in full at the time of registration. Tuition for international students will be the same as for out-of-state students. The cost of living and expenses can vary according to students’ preferences in housing, etc. See the College catalog for cost estimates. We regret that the College is not able to award financial aid to individuals who are not permanent residents of the United States.

D. Immigration

Genesee Community College will issue and I-20 form when the student is accepted. At this time, it is the student’s responsibility to maintain their F-1 status with the US Immigration and Naturalization Services.

I, the undersigned, have read and understand the responsibilities given, and agree to comply with them as long as I am enrolled at Genesee Community College.

Print Name

Signature

Date: _____

School Transfer Eligibility

If Genesee Community College is the first U.S. college that you plan to attend, and you do not possess an I-20, then do not complete this form. If you plan to transfer to Genesee Community College from another U.S. college, your I-20 cannot be processed if this form is not completed. Complete questions 1–9, and ask your current international student advisor to complete questions 10–23. Return this form to “International Admissions” at the address at the bottom of this page.

Student

1. Name _____
family/last name given/first name
2. Permanent home address _____
number and street apartment

city state/province country ZIP/postal code
3. Institution transferring from _____
4. Date of attendance from ____/____/____ to ____/____/____
month/day/year month/day/year
5. Country of citizenship _____
6. I-20 ID/admissions number _____
7. Date first began F1 Status ____/____/____
month/day/year
8. Graduation date on current I-20 ____/____/____
month/day/year
9. By signing below you certify that the information you have provided here is true to the best of your knowledge.
Applicant signature _____
10. Date ____/____/____
month/day/year

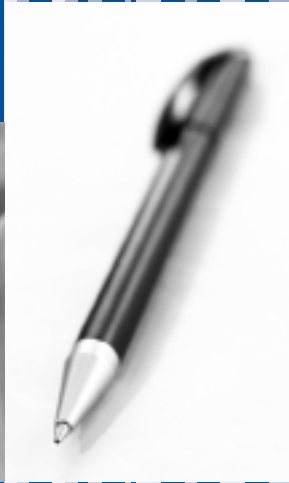


GENESEEE
COMMUNITY COLLEGE
State University of New York

One College Road, Batavia, New York 14020-9704
(585) 343-0055 • Fax (585) 345-6805

Over, please]

A D M I S S I O N
A P P L I C A T I O N

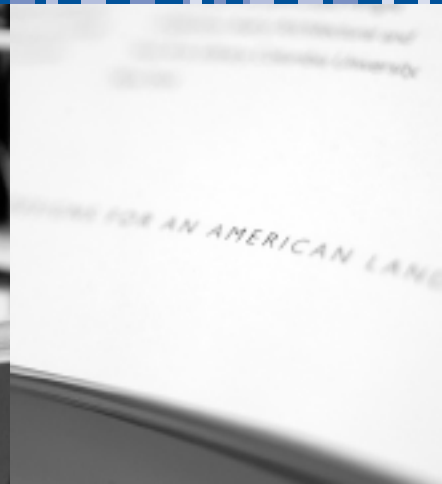
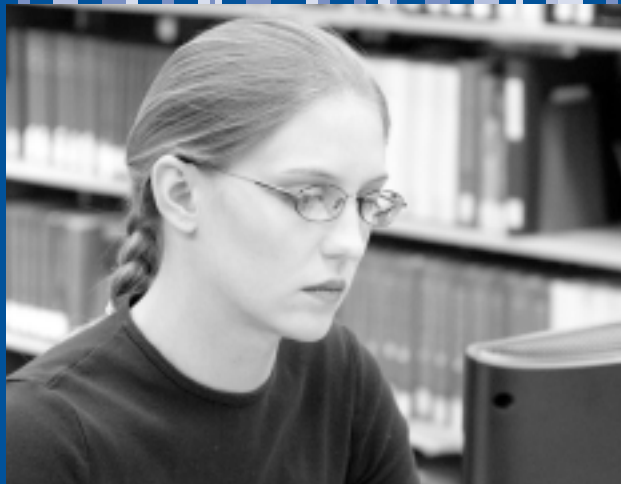


Genesee

C O M M U N I T Y C O L L E G E

DEGREE PROGRAMS

Accounting
Administrative Assistant
Alcohol and Substance Abuse Studies
Business Administration
Communications & Media Arts
Computer Information Systems
Computer Support and Operations
Computer Systems & Network Technologies
Criminal Justice
Customer Relationship Management
Digital Art
Drafting
Economic Crime Investigation
Engineering Science
Entrepreneurship
Environmental Studies
Fashion Merchandising Management
Fine Arts
Fitness and Recreational Sports Management
Human Services
Individualized Studies
Liberal Arts and Sciences:
 General Studies
 Humanities & Social Science
 Math & Science
 Sport Management Studies
 Teacher Education Transfer
Medical Administrative Assistant
Nursing
Occupational Therapy Assistant
Paralegal Studies
Physical Education Studies
Physical Therapist Assistant
Respiratory Care
Teaching Assistant
Theatre Arts
Tourism and Hospitality Management



It's Easy to Apply

The Process Is Straightforward

With few exceptions, Genesee Community College is an open-admission institution. If you will be a high school graduate or GED recipient, we invite you to apply. Please take a few minutes to read the instructions on this page and fill out the form on the next two pages.

The application is divided into sections A, B, and C. All applicants need to complete sections A and B. If you are a high school student, your counselor must fill out section C.

Above all, don't forget to sign your application.

All applicants must have an official high school transcript sent to our Admissions Office. If you hold a GED, you also must submit a copy of your equivalency scores.

If you intend to enroll full-time and you have not completed six credit hours at Genesee that apply to your program, you must take either the American College Test (ACT) or Genesee's Compass test. Although most of our programs are non-competitive, these tests help us know which math, reading and English classes will be right for you.

Do You Qualify for Financial Aid?

Roughly three out of four full-time students at Genesee receive assistance that makes college more affordable. In fact, Genesee Community College awards nearly \$11 million in aid in each year. Here are three tips to help you get a head start on your pursuit of financial aid.

First, file a Free Application for Federal Student Aid (FAFSA). Copies of the FAFSA are available at our Financial Aid Office. You can also pick up a FAFSA at most high school counseling offices.

Next, follow through with the paperwork you'll be sent after filing a FAFSA. You'll receive a Student Aid Report (SAR), which will be sent auto-

matically to our Financial Aid Office if you have listed GCC's SAR code (006782) on your FAFSA. If you are a New York State resident, then you also should receive information from the New York State Tuition Assistance Program (TAP) after your FAFSA is processed.

Finally, apply for scholarships. We offer many awards that help qualified students afford school. Find out more about the Citizenship Scholarship, Challenge Scholarship, President's Scholarship, and Genesee Community College Foundation Scholarships online at www.genesee.edu or call the Financial Aid Office at (585) 345-6900.

What Happens Next?

We notify in writing all applicants who have been accepted. However, if your application is incomplete, you'll receive a checklist detailing what we need in order to move ahead. That doesn't mean you haven't been accepted. It just means we need more information from you.

In the meantime, we'd like to invite you to take a tour of our campus, and perhaps meet some of the faculty, staff, and students. Call our Admissions Office toll-free at 1-866-CALL-GCC (1-866-225-5422) to set up a visit or find out more about Genesee.

FREE ADMISSION APPLICATION

For office use only. Adm type Std type

Simply complete this form, detach it, then mail it along with transcripts, to:
Genesee Community College, Admissions Office, One College Road, Batavia, NY 14020-9704

A PERSONAL INFORMATION

1 Have you previously taken a course at Genesee? Yes No

2 Social Security # - -

3 Name _____
last, first, middle initial

4 Former name _____
last, first, middle initial

5 Mailing address _____
street, apartment #, city, state, ZIP code

6 Permanent address _____
street, apartment #, city, state, ZIP code

7 Previous address _____
street, apartment #, city, state, ZIP code

8 County of residence _____ 9 Home phone # (____) _____

10 Work phone # (____) _____ 11 E-mail address _____

12 Gender Male Female 13 Date of birth ____/____/____

14 Are you a citizen of the United States? Yes No
Your response to question 15 is voluntary and confidential. It will not be used to evaluate your application.*

15 Ethnic heritage
 African American/black American Indian/Alaskan native Caucasian/white Hispanic Asian/Pacific islander

16 Check here if your parent is a Genesee Community College graduate.

17 Have you been convicted of a felony or received a disciplinary dismissal from college? Yes No

If you have a learning disability or handicapping condition that may require accommodation, you may call our Center for Academic Progress at (585) 345-6840 or write to: CAP, Genesee Community College, One College Road, Batavia, NY 14020-9704.*

B ADMISSIONS INFORMATION

18 In which semester and year do you wish to enroll? Fall Spring Summer Year _____

19 Will you enroll full-time or part-time? Full-time Part-time
You cannot enroll full-time in summer.

20 Check here if you plan to seek a degree or certificate from Genesee.
Students not seeking a degree or certificate are not eligible for financial aid.

21 If you checked the box in 20, which type of program will you pursue?
 Associate in science Associate in art Associate in applied science Certificate

22 If you checked the box in 20, which program do you wish to pursue? _____
See the list on the opposite page or enter "General Studies" if undecided.

23 Is it your intent to take all of your Genesee courses through distance learning? Yes No I'm not sure
Distance learning includes flexible combinations of online courses, telecourses and other course options.

24 List the academic, athletic, and social activities in which you participated, and any honors you received.

*Self-disclosure of disability, racial, or ethnic information is solely voluntary. Such information will be kept confidential and refusal to provide such information will not subject the applicant to any adverse treatment.



Affirmative Action
In accordance with federal regulations, the New York State Human Rights Law, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act, Genesee Community College does not discriminate on the basis of age, race, color, creed, gender, religion, marital status, veteran status, national origin, disability, or sexual orientation in educational programs, activities, admissions, or employment.

B ADMISSIONS INFORMATION (CONTINUED)

25 Check here if you would like to receive information about the 2+2 cooperative program.
 The 2+2 cooperative program allows students to be accepted by both Genesee Community College and a four-year college at the same time. It is designed to help students who plan to transfer to a four-year school to pursue a bachelor's degree after graduating from Genesee.

26 In case of emergency, notify _____ 27 Phone # (____) _____

HIGH SCHOOL INFORMATION

Applicants must have an official high school transcript sent to the Admissions Office.
 GED recipients must send a copy of their equivalency scores.

28 What high school did you attend? _____ 29 City _____ 30 State _____

31 Did you graduate? Yes No 32 In which month and year did you (or will you) graduate? ____/____

33 Which type of high school diploma did you or will you earn?

- Regents—Advanced Designation Regents Local Individualized Education None

34 Did you earn a GED? Yes No 35 If you answered "Yes" to 34, enter your GED month/year. ____/____

COLLEGE INFORMATION

Transfer students must have official college transcripts sent to the Admissions Office.

36 Provide the following information about any college(s) you previously attended.

For office use only ACT college code	Name	City	State	Full-time	Part-time	Date entered (month/year)	Date left (month/year)
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	____/____	____/____
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	____/____	____/____
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	____/____	____/____

ANSWER QUESTIONS 37-41 ONLY IF YOU ARE NOT A CITIZEN OF THE UNITED STATES

37 Country of birth _____

38 Country of citizenship _____

39 Are you a permanent United States resident?

- Yes No

40 If you answered "Yes" to 39, what is your alien registration number?

A

41 If you answered "No" to 39, indicate your visa type below.

- B-2 F-1 H-4 J-1 A-2

Other (specify) _____
 Check F-1 if you need a student visa.

By my signature below I attest that all information provided is accurate and complete. I understand that inaccurate or incomplete information may nullify my acceptance to Genesee Community College.

42 APPLICANT SIGNATURE

43 DATE / /

If you are under 21 and you plan to enroll full-time, then your high school counselor must complete section C below and attach a final high school transcript to this application. If you are 21 or older or you do not plan to enroll full-time, then leave section C blank.

C HIGH SCHOOL COUNSELOR INFORMATION (TO BE COMPLETED BY COUNSELOR)

44 School name _____

45 School address _____

46 School phone # (____) _____

47 School ACT code _____

48 If applicable, provide a brief statement regarding any matter of interest to the Admissions Committee.

49 Student's actual class rank _____

50 Class size _____

51 Student's high school average _____

52 Student's graduation date ____/____/____

53 Student's diploma type

- Regents—Advanced Designation Regents

- Local Individualized Education
 An Individualized Education diploma does not meet the requirement for admissions.

54 Has the student taken the ACT? Yes No

55 If you answered "No" to 54, on what date will the student take the ACT? ____/____/____

56 Counselor signature _____

57 Title _____ 58 Date ____/____/____

Date:

Semester:

College Village

8170 Batavia-Stafford Townline Road, Batavia, New York 14020

____/____/____
Date of Birth

I am a: New student Returning student
 Male Female

 Neat Sloppy
 Outgoing Shy

Yes No

Floor/Building? _____

Are you a non-traditional student? (Over age 23)
_____ Would you prefer to live with
other non-traditional students? _____

Discuss briefly your living habits, including the
type of person that would be a most suitable
roommate: ***Please write on the back of this
application. Thank you.***
