International Student Packet

The amounts listed in this brochure represent approximate total program costs based on the 2016-2017 school year fee schedule and may be subject to change.

Per Credit Costs

<table>
<thead>
<tr>
<th>Cost</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition: International Students (per credit hour)</td>
<td>$192.80</td>
</tr>
<tr>
<td>Activity Fee: (per credit hour)</td>
<td>$6.52</td>
</tr>
</tbody>
</table>

Other Costs

<table>
<thead>
<tr>
<th>Cost</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee:</td>
<td>$30.00</td>
</tr>
<tr>
<td>Books:</td>
<td>$65.00-$85.00*</td>
</tr>
<tr>
<td>(*Average per book)</td>
<td>Some books cost as much as $150.00.</td>
</tr>
<tr>
<td>Transportation Fee:</td>
<td>$20.00</td>
</tr>
</tbody>
</table>

Please read carefully all the information included in this packet, complete the admissions application and send it and your $30 Application Fee to:

Blackhawk Technical College Admissions
P.O. Box 5009
Janesville, WI 53547-5009

Once your application has been received you will be contacted by the Admissions Office. Other information and forms will be required to before you can register for class and an I-20 can be issued.

If you have further questions please contact:

Katie Lange
Student Recruitment Coordinator
Blackhawk Technical College
klange5@blackhawk.edu
(608) 757-7710
The following documents are required for admission to Blackhawk Technical College:

- BTC Application for Admission
- $30.00 application fee
- International Student Information Form
- Official transcripts of Secondary School (and Postsecondary, if applicable)
- Documentation of Finances and Support
- Training Agreement

English Proficiency
Applicants for whom English is a second language must demonstrate proof of English competency by one of the following:

- Official TOEFL (Test of English as a Foreign Language) score of 500 or above on the written version or 61 on the computer version.
- One term of college-level English Composition from an accredited U.S. institution, with a passing grade of “C” or better.
- If English is the official language of the applicant’s home country, no proof of proficiency is required.

Students who are accepted must complete the ACCUPLACER test after arriving in the United States.

Credentials – New Applicants
- Official transcripts and/or other documentation of courses and grades showing successful completion of secondary education (and post-secondary education if you attended college previously.)
- New applicants must graduate with a minimum grade point average (GPA) of 2.0 from a secondary (high) school in their home country.
- Transcripts and other documents must be in English.

Credentials – Transfer Applicants
- Must have earned a minimum grade point average (GPA) of 2.0 on a 4.0 scale at the college initially approved by U.S. CIS.
- Official transcripts and/or documentation from that college.
- A copy of I-20 from that college.
- Secondary (high school) transcript.
- All other requirements listed above.

Financial Support/Sponsorship
Federal immigration regulations require that international applicants are financially capable of meeting the cost of their education in the U.S.

- Documentation of Finances and Support, as well as a bank statement or letter issued in the last six months, showing availability of funds in U.S. dollars are required of all international applicants.
- Estimated yearly expenses are approximately $23,000. This includes tuition and fees, books, health insurance and living expenses. It does not include travel between the two countries.

Deposit
A deposit of $2,000 must be paid to Blackhawk Technical College to cover tuition and fees (prior to issuing the I-20).

Health Insurance
International students are required to secure health insurance. They must provide evidence of insurance within 30 days of registration. Information is available from BTC.

Training Agreement
International students must agree to comply with specific requirements while enrolled at BTC. The Training Agreement must be reviewed, signed by the applicant and submitted with the admission materials.

Issue I-20
Blackhawk Technical College will issue an I-20 only after all application materials have been received, deposit paid and the applicant has been formally accepted into a specific program of study. It is up to the student to apply for a F-1 student visa at the U.S. Embassy/Consulate in his/her home country once the I-20 has been received from Blackhawk Technical College.

I-901
You may be required to pay a fee to support the reporting system for F, M and J non-immigrants. If you do not pay the fee, you will not be issued a visa or be admitted to the U.S. or be granted a change of status. The website for this form is http://www.ice.gov/sevis.
# International Student Information Form

**DATE:** 

---

**PLEASE PRINT OR TYPE**

<table>
<thead>
<tr>
<th>Biographical Information</th>
<th>SOCIAL SECURITY NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>If applicable</td>
</tr>
<tr>
<td>Last Name</td>
<td>First Name</td>
</tr>
<tr>
<td></td>
<td>Middle Name</td>
</tr>
</tbody>
</table>

**Permanent Address:** 

(Outside of USA) 

<table>
<thead>
<tr>
<th>Street Number</th>
<th>City</th>
</tr>
</thead>
</table>

**Country:** 

Country of Citizenship 

**Check one:**

- Male _____
- Female _____

**Marital Status:**

- Married _____
- Un-married _____

**Place of Birth:**

City/Country 

<table>
<thead>
<tr>
<th>Date of birth:</th>
<th>Month/Day/Year</th>
</tr>
</thead>
</table>

**Father's/Mother's Name:**

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
</tr>
</thead>
</table>

**Father's/Mother's Address:**

<table>
<thead>
<tr>
<th>Street/Number</th>
<th>City/Country</th>
</tr>
</thead>
</table>

**BTC Area Address:**

<table>
<thead>
<tr>
<th>Street/Number</th>
<th>City</th>
<th>Zip Code</th>
</tr>
</thead>
</table>

**Local Phone:**

---

If you are now in the USA, what kind of Visa do you have? 

---

Are you proficient in English? _____ Yes _____ No

**Official Language**

---

**Tell Us**

How many years have you attended school?

---

**About Your Education**

Name of last school attended?

---

Address of the school:

---

Last school attended:

Elementary _____ Secondary ____ Technical ____ College____
INTERNATIONAL STUDENTS

International Student Information Form

In your country, would you be qualified to attend college? ________________

How many years do you wish to study in the United States? ___________

What do you wish to study? ____________________________________________
   (See enclosed listing of programs of study)

Carefully review the following statements:

I understand that I must make my own housing arrangements.

I realize that I need approximately $23,000 in US currency to pay for living and school expenses for one year. (Unless a waiver of Out of State Tuition is approved.)

The money to pay my school and living expenses will come from:
   (check appropriate)
   Family ___ How much? _______ Personal savings ___ How much? _______
   Other (please specify): ____________________________________________

I further understand that a deposit must be made to BTC in the amount of $2,000.00 to cover tuition and fees.

Year and semester you will enroll _______________________________________________________________________

Example: Fall Semester, ___________ (approximately August 22–December 22)
   Spring Semester, ___________ (approximately January 20–May 21)

If admitted to BTC, I agree to abide by school regulations and the US Citizenship & Immigration Service laws that will apply to me.

Signature of Applicant _______________________________ Date ___________

If I become a student at BTC, the following emergency information is furnished:

Person to contact: ____________________________________________________

Complete address: ____________________________________________________

Telephone: ( ) __________________
INTERNATIONAL STUDENTS

Documentation of Finances and Support

(To be completed by person providing financial support)

In accordance with U.S. CIS regulations, prospective international students must guarantee adequate financial resources for the proposed program of study. Current financial documentation must accompany this form.

This section must be completed by the parent, family member, sponsor, or applicant.

I hereby certify that I am willing and able, and promise to accept financial responsibility for the educational expense of _______________________________________.

student’s full name

Relationship to student ________________________________

*Documentation of my financial resources accompanies this affidavit.

DOCUMENTATION:

1. An original verification of deposit account on the financial institution’s letterhead must be obtained. This letter should indicate when the account was opened, current balance, and average balance over the past twelve (12) months.

2. A statement of your employment on the employer’s letterhead with a signature of the personnel director or similar acting official is required. This letter will indicate length of employment, job title, yearly gross salary, and whether the position is temporary or permanent.

3. If self-employed, please provide a copy of the last income tax return filed.

This affidavit of support is to be in effect throughout the student’s enrollment at Blackhawk Technical College. If I relocate, I will notify BTC.

Signature of sponsor (parent, family member, or applicant if providing support).

____________________________________   _______________________________________
Signature       Please print name

Home Phone _____________________  Business Phone _____________________________

Address _____________________  City _______________  State _______  Country _____

CERTIFICATION AND SIGNATURE:

I certify that all statements on this form are true and accurate, and that the stated funds are available for educational expenses at Blackhawk Technical College (for the duration of the student’s enrollment).

Student Signature ________________________________  Date ________________________
Training Agreement Between BTC and

Last Name     First Name     Middle Name

Name of Program: _______________________________  Starting Date: _____________

Length of Program: __________________________________________________________________

AGREEMENTS

1. The College will provide the Form I-20 and applications for extension required for an F-1 student visa so long as the above-named student makes satisfactory progress and follows school rules and regulations. This I-20 permit may be canceled at any time if necessary. The Form I-20 is not issued until the following conditions are met:
   a. The first time tuition/insurance deposit has been received.*
   b. This Training Agreement has been signed by the student (and sponsor when applicable).

2. Progress in the program must be in accordance with the rules of BTC, and applicable regulations of the U.S. Citizenship and Immigration Service.
   a. Progress toward a degree will be considered satisfactory if the student is working at a rate whereby the program can be completed in no more than 50% more time than is required for the normal program. A student having less than 12 credits (or equivalent) is out of status and the I-20 form will be canceled in this case.

   (Note: In certain instances where it is necessary to drop a course, this course may be replaced with a remedial or individual study course. The student must coordinate this with the International Student Advisor in advance of dropping a course).

3. I recognize that my ongoing responsibilities as an F-1 visa student include the following:
   a. To present my class schedule to the International Student Advisor at the beginning of each semester.
   b. To present my end-of-semester grade report to the International Student Advisor as soon as these grades are available.
c. To notify the Student Records and Registration Office **AND** the International Student Advisor of any change in my local address and/or phone number or student number.

   d. To notify the International Student Advisor before taking temporary trips out of the country and request permission to: (1) extend the time of my stay, (2) work, or (3) transfer to another school at least 15 days in advance. It is the student’s obligation to apply for an extension well in advance of the expiration of the last date stamped on the Form I-94 that is in the passport. The student should make certain that the passport has a period of validity long enough to cover the requested extension.

4. I understand that, as a visa student, I will **not** be allowed to work outside of the school without the express permission of the U.S. Citizenship & Immigration Service.

5. This agreement will be reviewed for compliance each time a new document is to be completed for the student.

**Signatures:**

______________________________  
Student  

______________________________  
Date  

______________________________  
Sponsor, where appropriate  

______________________________  
Date  

______________________________  
International Student Advisor  

______________________________  
Date
Blackhawk Technical College Programs Available for International Student Enrollment

<table>
<thead>
<tr>
<th>Associate Degrees</th>
<th>Technical Diplomas</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Accounting</td>
<td>• Accounting Assistant</td>
</tr>
<tr>
<td>• Business Management</td>
<td>• Agribusiness Specialist</td>
</tr>
<tr>
<td>• Criminal Justice</td>
<td>• Automotive Technician</td>
</tr>
<tr>
<td>• Culinary Arts</td>
<td>• CNC Technician</td>
</tr>
<tr>
<td>• Early Childhood Education</td>
<td>• Computer Service Technician</td>
</tr>
<tr>
<td>• Electro-Mechanical Technology</td>
<td>• Diesel and Heavy Equipment Technician</td>
</tr>
<tr>
<td>• Fire Protection Technician</td>
<td>• Electric Power Distribution</td>
</tr>
<tr>
<td>• Heating, Ventilation, Air Conditioning and Refrigeration</td>
<td>• Farm Business and Production Management</td>
</tr>
<tr>
<td>• Human Resources</td>
<td>• Laboratory Technician Assistant</td>
</tr>
<tr>
<td>• IT Network Specialist</td>
<td>• Manufacturing Information Technology Specialist</td>
</tr>
<tr>
<td>• IT Web Software Developer</td>
<td>• Welding</td>
</tr>
<tr>
<td>• Medical Administrative Specialist</td>
<td></td>
</tr>
</tbody>
</table>

For more information, please contact:
Admissions-(608) 743-4463 • info@blackhawk.edu • blackhawk.edu
BTC is an EO/AA educator/employer. For more information, go to blackhawk.edu