

### U.S. DEGREE EQUIVALENCY

Admission to a program leading to a master's or doctoral degree requires completion of a level of education comparable to a four-year U.S. bachelor's degree. High Scholastic standing and suitable preparation for the intended field of study are also considered. Normally, Michigan State University does not accept three-year bachelor's degrees, diplomas or certificates as comparable to a four-year U.S. bachelor's degree.

### APPLICATION PROCESS

We recommend you begin the application process as early as possible because it takes time to process your file and evaluate your records. Please print your name on the application as it appears in your passport. The information will be used to complete the necessary visa documents (I-20 or DS-2019).

### AFFIDAVIT of SUPPORT

Financial proof must be provided in order to comply with U.S. Government regulations. The *Affidavit of Support* form is on page 9. Corresponding instructions are on page 8. Final admission is not granted until the Office of Admissions is satisfied that all documents are complete and correct. At that time an I-20 Form will be issued.

### VISA INFORMATION

You will need a student (F-1) or exchange visitor (J-1) visa from the American Embassy or Consulate in your home country. Do not obtain a "B" (tourist/visitor) visa, because it is very difficult to change it to an "F" or "J" status.

**F-1 Visa:** This is the most common visa for students. After your application for admission is approved, MSU will issue you a Certificate of Eligibility (I-20 Form). Immigration regulations require you to attend the university or college whose I-20 Form you used to enter the United States.

**J-1 Visa:** The Exchange Visitor visa classification is available to students supported financially by MSU, an agency, or government. After your application for admission is approved, the Office for International Students and Scholars will issue a Certificate of Eligibility for Exchange Visitor Status (DS-2019 Form).

When applying for a visa, you must present the following documents at a U.S. Embassy or Consulate: a valid passport, plus the I-20 or the DS-2019 Form. You will also be asked to show proof that you have adequate financial support to attend MSU and demonstrate strong ties to your residence outside the U.S. Canadian citizens are exempt from visa requirements.

### STUDENT/EXCHANGE VISITOR INFORMATION SYSTEM (SEVIS)

All international students holding F and J visas will be required to comply with U.S. Government regulations. The SEVIS system is designed to help the U.S. Government keep track of nonimmigrant students. A few key points about SEVIS include:

The U.S. Department of Homeland Security now requires that a SEVIS fee be paid for each visa applicant. For more information on how to pay the fee, visit <https://www.fmjfee.com/i901fee/>.

The Certificate of Eligibility (form I-20 or DS-2019) that MSU issues you to assist your visa application has a bar code on it that identifies you. You must present this form every time you enter the U.S. It is very important that you keep track of this form. It is also important that the name you use on your application form should be in the same spelling and order your passport.

You will learn more about SEVIS and your responsibilities to maintain your student status when you arrive on campus.

Please feel free to contact the Office for International Students and Scholars should you have questions about obtaining your visa and your immigration status while in the U.S.

>  
DEPARTURE for the UNITED STATES

Depart for the United States only after you receive formal notice of acceptance and the I-20 Form from the Office of Admissions, and obtain the student visa.

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APPLICATIONS FROM CHINA

During the **application process**, applicants submit certified copies (sealed and stamped by institutions) of **all post-secondary** transcripts, graduation certificates and degrees directly to the MSU Department to which they are applying. MSU

requires these documents in the original language (Chinese) as well as an official English translation.

Effective Spring 2015, Michigan State University will require all incoming **ADMITTED** students pursuing degrees or who have earned degrees from universities in China to submit a verification report (English version) through the China Academic Degrees and Graduate Education Development Center (CDGDC) for their final bachelor degree transcripts (大学成绩单) and bachelor degree (本科学位证书).

Check with the website of the graduate program office in which you were admitted, as some departments will **REIMBURSE** you for the cost of

the verification once you **register** at MSU. **All verification reports need to be sent to the MSU Office of Admissions directly by CDGDC.** For those Master degree granted student, we only need the undergraduate level verification report from CDGDC.

Please refer to the CDGDC website for more information:  
<http://www.chinadegrees.cn/en/>



Michigan State University campus as dusk.

**OFFICE for INTERNATIONAL STUDENTS and SCHOLARS**

Phone: 517-353-1720  
 Fax: 517-355-4657  
 International Center  
 427 N. Shaw Lane, Room 105  
 East Lansing, MI 48824  
 E-mail: [oiss@msu.edu](mailto:oiss@msu.edu)  
<http://oiss.isp.msu.edu/>

The Office for International Students and Scholars (OISS) is the hub for international student involvement at MSU. OISS provides services to welcome you as a new international student to the MSU community and provides various kinds of support throughout your stay at MSU to assist you in fulfilling your educational objectives.

At the beginning of each semester, the staff in OISS organizes an important cultural, educational, and social orientation program to acquaint you with the opportunities

and challenges that you will face as an MSU student. Arrival information is sent to all new students. Information about International Student Clubs can be found at [http://oiss.isp.msu.edu/students/club\\_s.htm](http://oiss.isp.msu.edu/students/club_s.htm).

The OISS staff also assumes an active role in advising you about your responsibility to comply with U.S. immigration regulations. OISS can assist you in accessing your personal funds through your home country by providing the documentation required to meet the currency exchange regulations of your government. Although OISS does not have scholarship funds to distribute, financial aid reference materials are available on their website. OISS also provides special services to formal sponsors of international students.

**OISS staff welcomes you to visit their office if you need advice and/or assistance with a broad range of concerns that can have**

**an impact on your successful stay at MSU.** OISS serves as a resource center because it provides important information, cross-cultural programs, and quality services to international students and their families. The office strives to give you a positive, enriching, and fulfilling experience at Michigan State University.

**HOUSING**

On campus Housing information can be found at <http://www.liveon.msu.edu/> MSU also has an off-campus housing site at <http://offcampushousing.msu.edu/>

**International Applicant Checklist**

The list below is a reminder of the items MSU requires in order to process an admission decision.

This checklist does not need to be returned to MSU.

- I have included a check or money order payable to Michigan State University in the amount of U.S. \$50 for the application fee.
- I have listed all universities I have attended on item 16 of the application.
- I have signed the completed application.
- I have arranged to have official transcripts or mark sheets, diplomas and or certificates sent directly to MSU from each institution attended. **Photocopies are not acceptable.** Records not issued in English must be submitted with a word-for-word English translation. Translations may be prepared either by an authorized translator in your home country, or by an ATA American Translation Agency (see <http://www.atanet.org/>).
- I have checked and filled out my English Language Proficiency record and arranged to have the scores sent to MSU directly from the testing center or testing agency.
- I have completed the *Affidavit of Support*. Please note: the *Affidavit of Support*, including verification of finances, is valid for one year. Please include dependent information.
- I have arranged to have three letters of recommendation sent directly to the department or school to which I am applying.
- I have printed my name on the application and *Affidavit of Support* as it appears on my passport. This information will be used to complete the necessary visa documents (I-20 or DS-2019).
- Applicants from China:* I have submitted my verification report as listed on page 9.

INSTRUCTIONS FOR THE  
**AFFIDAVIT OF SUPPORT**  
FOR GRADUATE INTERNATIONAL STUDENTS

Your *Affidavit of Support for Graduate International Students* (page 10) must originate from your source of support.

Submit your *Affidavit of Support for Graduate International Students* with your application and other admissions documents.

**NOTE:** A Certificate of Eligibility (I-20 Form) will not be issued until sufficient financial support is verified by MSU and the *Affidavit of Support for Graduate International Students* is completed.

**REQUIREMENTS for ACADEMIC YEAR 2015-2016**

For master's students **without** a graduate assistantship who bring no dependents, financial proof is required for **U.S. \$39,000.00**.

For doctoral students **without** a graduate assistantship who bring no dependents, financial proof is required for **U.S. \$31,386.00**.

Masters and Doctoral students, if your assistantship stipend is less than **U.S. \$14,178.00**, you will need to show financial proof of at least the difference between **U.S. \$14,178.00** and your assistantship stipend. You will be responsible for any portion of living expenses not covered by your assistantship stipend.

If you plan to attend summer school, proof is required for an additional **U.S. \$13,150.00** for tuition and fees, books, and miscellaneous expenses.

Additional financial proof is required for a spouse and/or children (see *Affidavit of Support* form for more information).

There are links on the Graduate School website at <http://grad.msu.edu/budgetplanning/> that can assist you in planning your budget.

The Office of Admissions may require proof of additional funding as costs of attending Michigan State University may increase periodically.

**VERIFICATION of FINANCES**

Verification of finances can be 1 or 2:

1. Certification by a bank that you have funds available AND certification by person(s) responsible for your finances. This person must sign the *Affidavit of Support for Graduate International Students*.

**OR**

2. Certification by a government, educational institution, or official agency. Proof of finances from a government, educational institution, or official agency must appear on official stationery and contain an original seal and signature(s).



Beaumont Tower on the campus of Michigan State University

**AFFIDAVIT OF SUPPORT  
FOR GRADUATE INTERNATIONAL STUDENTS**

**A bank statement with the name of the account holder in English must accompany this form. I, the undersigned, guarantee that I will be fully responsible for all educational expenses incurred by the applicant named below during the course of study at Michigan State University.**

**APPLICANT:** \_\_\_\_\_  
 Last Name (Family Name) First Name Middle Name  
 Date of Birth (mm/dd/yyyy): \_\_\_\_\_  
 Present Address: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date (mm/dd/yyyy): \_\_\_\_\_

**SPONSOR (in English):** \_\_\_\_\_  
 Present Address: \_\_\_\_\_  
 Relationship to Applicant: \_\_\_\_\_  
 I am willing to sponsor the above applicant in the amount of \$ \_\_\_\_\_ U.S. Dollars per year for \_\_\_\_\_ years.  
 Signature: \_\_\_\_\_ Date (mm/dd/yyyy): \_\_\_\_\_

**VISA INFORMATION**

**If admitted to MSU, please indicate the visa document you will require. If you do not indicate which visa document you need, MSU will send the I-20 Form.**

**I-20 Form**  
 Please issue the I-20 Form as I will be applying for the F-1 student visa.

**DS-2019 Form**  
 Please issue the DS-2019 Form as I will be applying for the J-1 Exchange Visitor visa. (The J-1 Exchange Visitor visa classification is available to students who are supported financially by MSU, an approved U.S. Government or private agency or organization, or a foreign government.)

**VISA DOCUMENT**

**Please print your name exactly as you would like it to appear on the visa document (I-20 or DS-2019)**

Last Name (Family Name): \_\_\_\_\_  
 First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

**DEPENDENT INFORMATION**

If you plan to bring a spouse and/or children with you, please provide additional financial proof information. To include a spouse on the visa document you must provide additional financial proof in the amount of \$5,000.00. Each child requires additional financial proof in the amount of \$3,000.00. Please include dependent information below. List names as stated on passports.

Last Name (Family Name)	First Name	Date of Birth (mm/dd/yyyy)	Country of Birth and Country of Citizenship	Relationship	Gender M/F

<p><b>ENGLISH LANGUAGE PROFICIENCY*</b></p>	<p>All international applicants and applicants whose first language is not English must be able to be proficient in English as a condition for regular admission to Michigan State University. Such applicants will be required to demonstrate their proficiency by meeting certain minimum standards on any one of the following tests:</p>	
<p><b>Proficiency is determined by ONE of the tests below:</b></p>	<p><b>Regular Admission:</b> You must demonstrate proficiency as follows:</p>	<p><b>Provisional Admission:***</b> Students with acceptable academic credentials may be admitted to some academic programs on a provisional basis. If admitted provisionally, the deficiency must be corrected within two consecutive semesters. Provisional status is granted if:</p>
<p><b>Test of English as a Foreign Language (TOEFL)*</b> Educational Testing Service Princeton, NJ 08541 USA <a href="http://www.toefl.org">http://www.toefl.org</a> MSU Code: 1465</p>	<p>Paper-based test (PBT): minimum average score of 550, no subscore below 52.**  Internet-based test (iBT): no subscore below 19 for reading, listening, and speaking; no writing subscore below 22; with a minimum average score of 80.</p>	<p>Paper-based test (PBT): average score is at least 520.  Internet-based test (iBT): average score is at least 70.</p>
<p><b>Michigan English Language Assessment Battery (MELAB)</b> Testing and Certification Division The English Language Institute Ann Arbor, MI 48109 USA <a href="http://www.lsa.umich.edu/eli">http://www.lsa.umich.edu/eli</a></p>	<p>Minimum average score of 83, no subscore below 80.**</p>	<p>Average score is between 72 and 83.</p>
<p><b>MSU English Language Test (MSUFLT)</b> English Language Center Michigan State University East Lansing, MI 48824-1035 USA <a href="http://elc.msu.edu/">http://elc.msu.edu/</a></p>	<p>Minimum average score of 80 to 84, no subscore below 80;  OR Minimum average score of 85, no subscore below 78.**</p>	<p>Average score is at least 72.</p>
<p><b>International English Language Testing System (IELTS)</b> <a href="http://www.ielts.org/">http://www.ielts.org/</a></p>	<p>Minimum average score of 6.5.</p>	<p>Average score is 6.</p>
<p><b>Pearson Test of English Academic (PTE A)</b> <a href="http://www.pearsonpte.com/PTEAcademic/Pages/home.aspx">http://www.pearsonpte.com/PTEAcademic/Pages/home.aspx</a></p>	<p>Minimum Overall Score of 53; no subscore below 51 for reading, listening, and speaking; no writing subscore below 59.</p>	<p>Average Overall score is at least 48.</p>

\* Applicants should have all test scores sent from the testing agency directly to Michigan State University; Office of Admissions; 250 Administration Building; East Lansing MI 48824.

\*\* Some graduate departments require higher English Language Proficiency scores than the University minimum. Please contact the department for further information.

\*\*\* Provisional admission status will continue until university minimum language proficiency requirements for English (regular admission proficiency) are attained. Provisionally admitted students are required to take the MSU English Language Test (MSUFLT) upon arrival at MSU. The results of the MSU English Language Test determine whether students will:

- Enroll in full-time academic courses.
- Enroll in full-time English Language courses through the English Language Center.
- Enroll in a combination of both academic courses and English Language courses.

**You may not enroll in full-time academic courses until you meet the university's minimum language proficiency requirement for English. Enrollment in English Language Center courses is NOT negotiable.** Direct any communication regarding the university's minimum language proficiency requirements for English to:

**English Language Center; [elc@msu.edu](mailto:elc@msu.edu); 517-353-0800; <http://elc.msu.edu/>**

**EMERGENCY CONTACT INFORMATION FOR INTERNATIONAL STUDENTS**  
Please list who Michigan State University should notify or contact in case of an emergency.

**APPLICANT** \_\_\_\_\_

Last Name (Family Name)

First Name

Middle Name

If you are dependent on your parents, list a parent or legal guardian. If you are not dependent on your parents, list a relative or friend who knows where you can be reached.

\_\_\_\_\_  
Last Name (Family Name)

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle Name

**Address (Number and Street)** \_\_\_\_\_

**City** \_\_\_\_\_

**State and Zip** \_\_\_\_\_

**Country or Province** \_\_\_\_\_

**Home Phone** \_\_\_\_\_  
(Country Code) (City Code)

**Work Phone** \_\_\_\_\_  
(Country Code) (City Code)

**Relationship**  Mother  Father  Legal Guardian  Friend

Other (specify) \_\_\_\_\_