

SPRING INTERNATIONAL LANGUAGE CENTER

## CHECKLIST – APPLYING FOR ADMISSION

Please use this checklist to make sure you complete all your admission tasks.

### APPLICATION

#### STEP 1

- \_\_\_\_\_ 1. Choose your school: \_\_\_\_\_ Littleton (Arapahoe Center)  
 \_\_\_\_\_ Denver (Auraria Center)  
 \_\_\_\_\_ Fayetteville (Arkansas Center)
- \_\_\_\_\_ 2. Choose how to apply: \_\_\_\_\_ ONLINE (Colorado schools only)  
 \_\_\_\_\_ MAIL or FAX
- \_\_\_\_\_ 3. Prepare the following paperwork:  
 \_\_\_\_\_ Statement of Financial Support (letter from your bank or proof from sponsor)  
 (see examples)  
 \_\_\_\_\_ Copy of Page 1 of your passport (Libyans: include copy of both Arabic and English pages)

#### STEP 2

##### **IF ONLINE:**

- \_\_\_\_\_ 4. Complete online application for your school and submit.

##### **IF MAIL or FAX:**

- \_\_\_\_\_ Download and fill out forms for your school.

#### STEP 3

- \_\_\_\_\_ 5. Pay application fee online via PayPal (credit card or PayPal account).

- \_\_\_\_\_ Pay application fee online OR include a check with your mailed application.

#### STEP 4

- \_\_\_\_\_ 6. Email, mail, or fax Statement of Financial Support and copy of passport page.

- \_\_\_\_\_ Email, mail, or fax your completed forms to your school.

#### STEP 5

- \_\_\_\_\_ 7. Answer these questions:  
 \_\_\_\_\_ Do I want to live with a host family in the U.S.?  
 If "YES" ... \_\_\_\_\_ NO \_\_\_\_\_ YES

**IF ONLINE:**

\_\_\_\_\_ Fill out the online homestay application for your school.

*(You will be contacted by your school's Housing Coordinator after you are accepted.)*

**IF MAIL or FAX:**

\_\_\_\_\_ Download, fill out, and email, fax, or mail your completed paper homestay application.

\_\_\_\_\_ Are you under 18 years old? \_\_\_\_\_ NO \_\_\_\_\_ YES

\_\_\_\_\_ If "YES", your PARENT or GUARDIAN must fill out and send us a "Medical Authorization Form".

\_\_\_\_\_ Are you sponsored (tuition paid) by someone in the United States?

\_\_\_\_\_ NO \_\_\_\_\_ YES

\_\_\_\_\_ If "YES", your sponsor must complete U.S. Immigration Form I-134.

**APPLICATION FOLLOW-UP**

\_\_\_\_\_ 8. You will receive an email from Spring upon receipt of all your completed application materials.

\_\_\_\_\_ 9. When you are accepted, you will receive a packet (usually via DHL) with your admissions letter, I-20, and other important admission information. Please ready all of the information in the packet carefully.

\_\_\_\_\_ 10. Pay your SEVIS fee online with the U.S. government at <https://www.fmiffee.com/i901fee/>.

\_\_\_\_\_ 11. Arrange an appointment with a U.S. embassy or consulate to apply for your visa.

\_\_\_\_\_ 12. If you receive a visa, you must arrive no more than 30 days before your Spring program begins, and you must not arrive to the program late.

**GETTING READY**

\_\_\_\_\_ 13. Please visit Spring's **GETTING READY** page for answers to questions, links to learn about Colorado and Arkansas, and more advice.

\_\_\_\_\_ 14. If you wish to be picked up at the airport when you arrive, please fill out the request form included in your admissions packet.