



University Community (faculty, staff and students)

SUBJECT (R*)	EFFECTIVE DATE (R*)	POLICY NUMBER (O*)
INTERNATIONAL ADMISSIONS	January 19, 2017	1310.010

POLICY STATEMENT (R*)

An international student will be granted admission to the University when all academic and non-academic requirements have been met. A student should not travel to the University without having received the official Letter of Admission and the I-20A/DS-2019 Form; students should not enter the U.S. without the appropriate F-1/J-1 visa. All correspondence and document submissions should be directed to the Office of Graduate and International Admissions and Recruitment Services.

International student applicants must meet the admission requirements of the University and comply with the following:

Academic Records

Official transcripts and their English translations, validated by an official translator, and all other appropriate credentials, must be forwarded directly to the Office of Graduate and International Admissions and Recruitment Services. To determine a degree equivalency, all foreign institutions must be recognized and credentialed in their country of origin as institutions of higher learning.

Proficiency in English

Proficiency in English must be established if the native language is not English. TOEFL and IETLS tests are recognized by the University, and students must meet minimum program requirements. For TOEFL information contact TOEFL through their website at <http://www.ets.org/toefl/>. For IETLS information contact IELTS through their website at <https://www.ielts.org/>.

Declaration and Certification of Finances

Applicants may submit the Declaration and Certification of Finances (DCF) along with their application materials or it may be submitted after receiving admission to the university. It is best to send the DCF with the application materials to avoid delays. The DCF can be found online: <http://admissions.fiu.edu/apply/international/declaration-and-certification-finances/index.html>. The DCF must be completed and returned to the Office of Graduate and International Admissions and Recruitment Services either by email to iadmiss@fiu.edu, fax 305-348-7441 or by mail to P.O. Box 659004 Miami, FL 33265. A Certificate of Eligibility (Form I-20A/DS-2019) will be issued once the applicant has been found admissible to the University, and the DCF has been approved.

The University is required by immigration authorities to carefully check the financial resources of each applicant prior to issuing the Form I-20A/DS-2019. The DCF requires applicants to show the full-time annual cost of tuition and fees, living expenses, books and supplies and insurance for the 9-month academic year. Summer applicants must show 12-months of financial support as it is mandatory to have full-time enrollment during the subsequent Fall and Spring semesters. Therefore, it is important that applicants are aware of the cost of attending the University and have the necessary funds to support their full-time enrollment. Applicants should refer to the Cost of Attendance provided by the Office of Financial Aid: <http://onestop.fiu.edu/financial-aid/tuition-and-fees/index.html#coa>

REASON FOR POLICY (O*)

To provide international students information about requirements for admission.

RELATED INFORMATION (O*)

International Student and Scholar Services' procedures titled:

Alternate Insurance Certification for International Students

Approval/Filing of Immigration Applications for International Students
 Cancellation of Medical Insurance for International Students
 Certification of Academic Department Funding for Graduate International Students (Master's and Doctoral Students)
 Change of Non-Immigrant Status (COS) To F-1
 Change of Non-Immigrant Status (COS) To F-2
 Concurrent Enrollment for International Students (Registration at Second Institution)
 Enrollment of Active F-1 on Non-Degree Status (Special Student)
 Enrollment of F-1s in Post-Completion Opt for Non-Degree Status (Special Student)
 Escrow of Insurance Funds for International Student Athletes
 Event-Based Reporting for International Students In SEVIS
 Form I-515a Processing
 Full-Time Course Load for Graduate International Students in Master's Thesis or Dissertation Segment
 I-20 Endorsement for Travel
 Immigration Orientation for International Student and Scholar Services
 International Student Status: Preparation and Release of Status Documentation
 International Students: Periodic Reporting In SEVIS
 Issuance of I-20's for Change Of Academic Plan
 Issuance of I-20's for Dependent(S)
 Issuance of Replacement I-20s
 Level Transfers for International Students: One Graduate Level to Another (Within FIU) or to a Graduate Program Within FIU
 Maintaining Valid F-1 Status
 Medical Insurance Requirement for International Students
 On-Campus Employment Certification for International Students
 Practical Training for International Students
 Program Extension (Extension of Stay) for International Students
 Reduction of Course Load Requested by International Students -- Medical Condition
 Reduction of Course Load Requests by International Students -- Academic Difficulties
 Reduction of Course Load Required by International Students -- Completion of Degree Requirements (Final Term)
 Reinstatement to F-1 Status
 Release of Information Regarding International Students
 Release of Requested Information To Department of Homeland Security (DHS) Immigration Agencies
 Removal of International Medical Insurance (IMI) Service Indicators
 Replacement of Form I-94 (Arrival/Departure Record)
 Restart of F-1 Status
 Scheduling Appointments With International Student And Scholar Services (ISSS)
 School Transfer of International Students Into FIU
 School Transfer of International Students Out of FIU
 Transfer-In International Students Requesting Immediate Transfer-Out
 Walk-In Wednesdays for International Students
 Withdrawal From the University by International Students – Request for 15-Day Grace Period

PROCEDURES (O*)

After receipt of official transcripts and necessary documents, an admission decision is made and students are notified accordingly.

HISTORY (R*)

Adopted January 19, 2000

RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT (R*)

Division of Enrollment Services
Florida International University

RESPONSIBLE ADMINISTRATIVE OVERSIGHT (R*)

The University Policies and Procedures Library is updated regularly. In order to ensure a printed copy of this document is current, please access it online at <http://policies.fiu.edu/>.

Office of Undergraduate Admissions
11200 S.W. 8th Street - PC 140
Miami, Florida 33199
Telephone: (305) 348-3662

For any questions or comments, the “Document Details” view for this policy online provides complete contact information.

***R = Required *O = Optional**