

INTERNATIONAL STUDENT ADMISSION INFORMATION

Beulah Heights University is approved by the United States Department of Justice, Immigration, and Naturalization Service for the training of international students or non-immigrant aliens. International applicants must meet specific criteria. All international students must apply for admission by completing and mailing the appropriate admission application. The admissions process must be 100% complete prior to the issuance of Form I-20 and before the applicant is eligible for enrollment.

In order to be in compliance and to meet all requirements, please read and adhere to the following:

1. Have application and all admission requirements complete and on file in the Admissions Office at least four (4) weeks prior to registration. Applicants changing status within the United States cannot enroll until the change of status has been approved by the United States Citizenship and Immigration Services.

Change of Status forms are:

I-539 (Application) <http://www.uscis.gov/files/form/i-539.pdf>

I-539 (Instructions) <http://www.uscis.gov/files/form/i-539instr.pdf>

I-901 (SEVIS Fee) <http://www.fmjfee.com/i901fee/>

For acceptance into BHU, incoming international students will be required to submit the following to Beulah Heights University:

- a. A completed admission application along with the required non-refundable application fee. See financial section of this catalog for specific cost.
- b. An official high school transcript, GED certification, or a transcript from an accredited college indicating completion of an Associate of Arts or Bachelor of Arts degree, along with the application or within 30 days after submitting application. *(All international transcripts must be translated to English and have an official evaluation.)*
- c. A personal reference form completed by one person other than a relative.

Additional International Documents:

- d. Documentation of ability to financially support applicant while in the United States. The form must show the documents of support in American dollars. Applicant must have a legitimate sponsor who is willing to sponsor for the duration of studies and is capable of doing so. An Affidavit of Financial Support form must be completed and submitted with appropriate supporting documents.
 - e. Clear copy of Passport/Visa (Copies of dependents documents, if applicable)
 - f. Health Record form completed by medical doctor or physician. (Applicant desiring to live in student housing is required to have a medical exam certificate on file.)
2. Upon receipt of a, b, c, d, e, and f as listed above, the student will receive a letter of acceptance. Student will then be required to pay a refundable deposit of \$4,000 US dollars, which will be applied toward the first semester expenses. An additional I-20 processing fee of \$75.00 will also be required.

An I-20 will not be issued until the deposit and processing fee has been paid in full, applied to the student's account, and cleared.

The application deadlines for receiving an I-20 for students outside of the United States are as follows:

Semester	Preferred Mailing Dates for I-20s
Fall: August - December	June 1
Spring: January - May	October 1
Summer: May - July	March 1

The student account will be charged with \$150.00 for all Form I-20's sent to an international mailing address.

3. Upon receipt of Form I-20 from BHU, the applicant must proceed with the following:
 - a. All prospective F and M students must pay the I-901 Student and Exchange Visitor Information System (SEVIS) Fee before the Department of State issues student visa. To pay the I-901 SEVIS Fee, student must visit <https://www.fmjfee.com/i901fee/>.
 - b. As soon as possible, applicant must make an appointment with the U.S. Embassy in his or her country. The Embassy should issue a U.S. Visa valid for at least one year.
 - c. As soon as possible after arriving in Atlanta, applicant is to report to the International Admission Office at BHU bringing the following: Form I-20, Visa, Passport, and I-94 card.
 - d. Applicant must request to be advised by the appropriate department chairperson or an assigned academic advisor and adhere to the full-time enrollment requirements.