



## Undergraduate Admissions Instructions, Requirements & Procedures

This Application is to be used by international students applying as freshmen and as transfer students.

*This application is current as of OCTOBER 2018.*

Our application Web site is: <http://www.mnsu.edu/admissions/international/apply.html>

### **APPLICATION DEADLINES:**

Students currently **NOT** living and studying in the United States and applying from another country:

- June 15 for the fall term. (fall semester)
- October 15 for the spring term. (spring semester)

Students currently living and studying in the U.S. and attending a U.S. college, university, high school, or English Language program:

- August 10 for the August term. (fall semester)
- December 20 for the January term. (spring semester)

### **Send All Documents to:**

Office of Undergraduate Admissions  
Minnesota State University, Mankato  
122 Taylor Center  
Mankato, MN 56001 U.S.A.  
**Email: [intladmt@mnsu.edu](mailto:intladmt@mnsu.edu)**

**Also note:** Except for official transcripts from U.S. colleges or universities, most other required application items may be scanned and sent as attachments to an email or faxed to our admissions office at fax# 507-389-1511. And, to be officially received and processed, scanned documents should only be sent to **[intladmt@mnsu.edu](mailto:intladmt@mnsu.edu)**

### **Application REQUIREMENTS Instructions/Checklist:**

All the following information and forms must be submitted to be considered for admission to Minnesota State University, Mankato:

- APPLICATION FEE:** A \$20.00 application fee made payable to Minnesota State University, Mankato through a U.S. bank or with a U.S. Money Order or Bank Draft. This fee may also be paid by credit card. If you wish to pay using a credit card, payments can be made online at e-services ([mnsu.edu/eservices](http://mnsu.edu/eservices)). Payment of the application processing fee can only be made after you have submitted your application and activated your Star ID.
- APPLICATION FORM:** Complete the application form including all **REQUIRED** signatures and information (pages 1 & 2 of the document).
- FINANCIAL FORM:** Fully complete **ALL** sections of the Financial Form including all **REQUIRED** signatures and information (pages 3 & 4 of the document).
- BANK STATEMENTS:** Along with the Financial Form, you must provide **RECENT** (no more than 3 months old), copies of legal bank statements with the account owner's NAME on it, or scholarship awards verifying the availability of \$22,487 U.S. or the equivalent in another currency. Students may expect some cost increase in each subsequent year at Minnesota State University, Mankato. (See Cost Breakdown Details on page 5 of this document).
- Passport ID Name Page Copy**
- ENGLISH PROFICIENCY:** Provide verifiable documentation in ONE of the following ways: TOEFL with a score of 500 or better (paper based) **or** 173 or better (computer based) **or** 61 or better (WEB-BASED/iBT) (**Minnesota State University, Mankato's TOEFL code is 6677**); **OR** a minimum of 5.5 on the academic IELTS exam **OR**, a SAT Reading sub-score of 400 (3-digit format) or higher or 22 (2-digit format) or higher; **OR** U.S. ELS Level 1 12 PASS; **OR** students transferring from a U.S. college or university may satisfy the English proficiency requirement by the completion of non-ESL English Composition with a C or better grade. If transferring from a school that is on the quarter system, English Composition I and II with C or better grades would be required.
- ACADEMIC TRANSCRIPTS, TEST RESULTS, DIPLOMAS, and CERTIFICATES:** Provide to Minnesota State University, Mankato records of **ALL** secondary and post-secondary institutions you have attended. All Non-U.S. records must be originals **OR** official copies and must be translated into English. OFFICIAL transcripts for U.S. Colleges or universities must be sent to Admissions **DIRECTLY** by each U.S. college and university.

**SEE ACADEMIC REQUIREMENT DETAILS ON NEXT PAGE.**

(APPLICATION INFORMATION CONTINUED)

**Academic Requirements:**

**1. Freshman Applicants:**

Must provide proof of completion of secondary education (generally 12 years) and have a United States equivalent grade point average of a C (2.0) or higher.

**2. Transfer Applicants from universities OUTSIDE the U.S.:**

- Must satisfy equivalent academic standards to those required of students transferring from U.S. schools.
- Transcripts submitted with the application will be used to determine the academic qualifications of the applying student. If the academic performance proves to be satisfactory, the student may be accepted to the University.
- **Educational Credential Evaluators, Inc. (ECE):** AFTER acceptance, **BEFORE** any possible transfer credit maybe awarded, all transcripts or academic records from outside of the U.S. must first be evaluated by a recognized outside agency as confirmation of the courses taken and the grades earned. We recommend using ECE, and the correct type of report is Course by Course. Information about the ECE evaluation process will be included in the letter of acceptance mailed with the I-20. Students wishing to begin the ECE process prior to being accepted may do so at any time. There are other recognized credit evaluation agencies and their names will be supplied upon request. There is also a list of recognized and allowable evaluation services at: <http://www.naces.org/> If a student uses one of the other recognized agencies the evaluation will be allowed **unless the department of the student's program of study specifies the agency they require.** Minnesota State Mankato's College of Science, Engineering and Technology majors REQUIRE the ECE. Most agencies charge approximately the same price. The ECE website in: [www.ece.org](http://www.ece.org)

**3. Transfer Applicants from U.S. colleges and universities:**

International students applying from U.S. colleges and universities must satisfy the same academic admission standards as U.S. transfer students **but must apply following the International student application process.** Those requirements are a cumulative U.S. grade point average (GPA) of 2.0. Courses used for the GPA and completion percentage calculation must be college level and do not include "English as a Second Language" courses. Students transferring from a U.S. school, but also having foreign university credits to transfer, must have their non-U.S. college or university credits evaluated by an outside agency as outlined in 2 above.

**For Additional Information:**

Voice Telephone: 507-389-1822 or Toll Free (within the U.S.): 800-722-0544  
MRS/TTY Telephone (hearing-impaired within the U.S.): 800-627-3529 or 711  
Email: [intladmt@mnsu.edu](mailto:intladmt@mnsu.edu)  
Application Website: <http://www.mnsu.edu/admissions/international/apply.html>

**NOTE:** The college/university is asking you to provide information that includes private and/or confidential information under state and federal law. The college/university is asking for this information in order to process your application.

You are not legally required to provide the information the college/university is requesting; however, the college/university may not be able to effectively process your application if you do not provide sufficient information. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials, including faculty who have legitimate educational interests in the information. Under certain circumstances, federal and state laws authorize release of private information without your consent:

- to other schools in which you seek or intend to enroll, or are enrolled, if you are first notified of the release;
- to federal, state or local officials for purposes of program compliance, audit or evaluation;
- as appropriate in connection with your application for, or receipt of, financial aid;
- to your parents, if your parents claim you as a dependent student for tax purposes;
- if information is sought with a subpoena, court order, or otherwise permitted by other state or federal law, and
- to an organization engaged in educational research or accrediting agency.

The Minnesota State University, Mankato Annual Security and Fire Safety Report is available for your review. This report is required by federal law and contains policy statements and crime statistics for the University. The policy statements address the school's policies, procedures and programs concerning safety and security. Three years' worth of statistics are included for certain types of crimes that were reported to have occurred on-campus, or in other University affiliated locations. This report is available online at <http://www.mnsu.edu/safety/>. You may also request a paper copy from University Security at 507-389-2111, or by emailing [security@mnsu.edu](mailto:security@mnsu.edu).

Placement & Occupational Outlook for Majors are available at <http://www.mnsu.edu/cdc/resources/statistics/> (Click on Resources and then Graduate Statistics.)

A member of the Minnesota State system and an Affirmative Action/Equal Opportunity University. This document is available in alternative format to individuals with disabilities by calling the Office of Admissions at 507-389-1822 (V), 800-627-3529 or 711 (MRS/TTY).

Minnesota State University, Mankato
UNDERGRADUATE ADMISSION APPLICATION FOR INTERNATIONAL STUDENTS

Office of Undergraduate Admissions
Minnesota State University, Mankato
122 Taylor Center
Mankato, MN 56001 U.S.A.

This application is current as of October 2018.
Telephone: 507-389-1822 (V),
800-627-3529 or 711 (MRS/TTY)
Email: intladm@mnsu.edu
Website: http://www.mnsu.edu/admissions/international/apply.html

When do you wish to attend Minnesota State University, Mankato (Check One):
\_\_\_ fall semester (August) \_\_\_ spring semester (January) YEAR: \_\_\_ (fill in)

Please Type (Or Print Legibly)

1. Last or Family Name/Surname First or Given Name Middle Name

VERY IMPORTANT: The name spelling used on all documents must be the same as on your passport and previous U.S. visa (if any). Minnesota State Mankato will produce a legal immigration document based on this information.

2. Complete Permanent HOME COUNTRY Address (REQUIRED):
(Street Address or Location Description - CANNOT be only a P.O. Box)
(City) (Country) (Zip) (Telephone Number)

3. Current Mailing Address:
(Street and Number)
(City) (State or Country) (Zip) (Telephone Number)

4. Date of Birth: (Western Calendar) Month / Day / Year City and Country of Birth:
Country of Citizenship:
Passport ID # (Copy of Passport ID Name page REQUIRED)

5. U.S. Social Security Number: (Not required for Admission, but if applicable)
Many colleges/universities use social security numbers for student identification purposes on student records. Providing your social security number is voluntary. If you do not provide this number, your application will still be processed. This data is requested for purposes of administration, program evaluation, and consumer data. Your number may also be used to create summary information about MnSCU programs through data matches with other state agencies.

6. Intended field of study/major: (REQUIRED)
(Examples: physics, business and CANNOT be undecided)

7. First language:

8. Person to contact in case of emergency (RECOMMENDED):
(Name) (Relationship)
(Street and Number) (City) (State or Country) (Zip)
(Country Code) (Telephone Number) (Email Address)

9. Please indicate how you will document your English proficiency (Check one):
English proficiency requirements will not be waived for anyone from a non-English speaking country.
\_\_\_ TOEFL (Score of 500 or better - paper; OR 173 or better - computer; OR 61 or better - iBT/web-based)
\_\_\_ Intl. English Language Testing System (IELTS) with Band Score 5.5 or higher
\_\_\_ SAT Reading sub-score of 400 (3-digit format) or higher or 22 (2-digit format) or higher
\_\_\_ English Composition at a U.S. college/university (non-ESL)
\_\_\_ U.S. ELS Level 112 Pass

10. If you are already in the United States, please provide the following:
a. A copy of your I-94.
b. VISA INFORMATION:
Specify type of visa you now hold: \_\_\_ F-1 (Student) \_\_\_ J-1 (Exchange) \_\_\_ H1B (Temp Worker) \_\_\_ B (Visitor)
\_\_\_ Other. Specify:

Do you plan to change to an F-1 (if you now have another type of visa)? \_\_\_ Yes \_\_\_ No

NOTE: U.S. Permanent residents/immigrants/refugees should complete a U.S. High School or Transfer Application form.

c. Are you currently attending a U.S. school? \_\_\_ Yes \_\_\_ No
If yes, what school are you attending?
City State
If different than above, what U.S. school issued your last I-20?
City State

11. **REQUIRED Educational Background:**

You are **REQUIRED** to list **ALL** your **NON-U.S. and U.S. Secondary (High School) and Post-Secondary (AFTER High School) schooling.** This includes any **English Study programs in the U.S.** Complete **ALL** columns for each school, beginning with secondary school and ending with your current or most recent school.

Name of School	Location of School	Years of Attendance	Type of School Secondary, Post-Secondary	Language of Instruction	Degrees (if any)	Year Degree was or will be completed

12. PLEASE **PRINT** VERY CLEARLY YOUR OWN **EMAIL ADDRESS.**

**NOTE: UPON APPROVAL OF ADMISSION:** An email will be sent to you that will contain information on the next steps of enrollment and how to receive your immigration documents by courier.

13. Please account for any years that you were not in school:

Dates (Month/Year to Month/Year)

Description of Your Activity During this Time

14. This application and supporting documents become the property of Minnesota State University, Mankato, and normally will not be returned to the applicant.

By checking this box , I understand that I am submitting the electronic equivalent of my signature. To the best of my knowledge, the information in this application is true. I understand that misrepresentation of facts on this application or in supporting documents will be cause for refusal of admission, cancellation of admission or suspension from the university. I agree to abide by the policies and regulations of Minnesota State University, Mankato. I understand I am responsible for the authenticity of all documents submitted by me or on my behalf.

\_\_\_\_\_  
(STUDENT APPLICANT'S SIGNATURE)

\_\_\_\_\_  
(DATE)

Send All Application Materials to:  
**Office of Undergraduate Admissions**  
 122 Taylor Center  
 Minnesota State University, Mankato  
 Mankato, MN 56001 U.S.A.  
 Email: [intladmt@mnsu.edu](mailto:intladmt@mnsu.edu)  
 Website: <http://www.mnsu.edu/admissions/international/apply.html>

NOTE: EXCEPT for OFFICIAL transcripts from some U.S. Colleges or Universities, MOST other REQUIRED application items may be SCANNED and sent as attachments to an email or FAXED to our Admissions Office at FAX# 507-389-1511. And, to be officially received and processed, scanned documents should ONLY BE SENT to: [intladmt@mnsu.edu](mailto:intladmt@mnsu.edu)

# Minnesota State University, Mankato

Email: [intladmt@mnsu.edu](mailto:intladmt@mnsu.edu)

Website: <http://www.mnsu.edu/admissions/international/apply.html>

*This application is current as of April 2018.*

## Financial Form For Undergraduate International Student Application

IMPORTANT: RETURN BOTH PAGES OF THIS FORM WITH YOUR APPLICATION FOR ADMISSION. FAILURE TO FULLY AND CORRECTLY COMPLETE ALL SECTIONS OF THIS FINANCIAL FORM WILL DELAY THE PROCESS OF ADMISSION. THIS FORM MUST BE COMPLETED EVEN IF YOU ARE RECEIVING A GOVERNMENT SCHOLARSHIP AND, ALL REQUIRED SIGNATURES MUST BE PROVIDED.

APPLICANT'S NAME \_\_\_\_\_  
(Last or Family Name) (First or Given Name) (Middle Name)

### SECTION I: (REQUIRED)

### STUDENT APPLICANT'S OFFICIAL CERTIFICATION OF SOURCES OF FUNDS AND AMOUNTS

#### REQUIRED for ALL

STUDENT APPLICANTS: Please provide the REQUIRED signature and date below.

By signing here you are agreeing to the following statement.

*I certify with my signature that the total amount of money that I have for my first year of study at Minnesota State University, Mankato is at a minimum \$22,537 (including funds for spouse and children, when applicable), and the total amount available for each subsequent year of study is \$22,537. Further, I certify that the information provided is correct and complete and that I shall notify Minnesota State University, Mankato of any change in my financial circumstances. I understand that inaccurate information can be cause for terminating enrollment at Minnesota State University, Mankato.*

\_\_\_\_\_  
(REQUIRED SIGNATURE IN ENGLISH OF STUDENT APPLICANT)

\_\_\_\_\_  
(DATE)

### SECTION II: (REQUIRED)

### PARENT OR SPONSOR'S OFFICIAL CERTIFICATION OF SOURCES OF FUNDS AND AMOUNTS

PARENT OR SPONSOR: Please fill out information below OR submit a separate signed and dated affidavit (letter) of support. IMPORTANT: Sponsor name(s) listed here must be EXACTLY the same as the BANK ACCOUNT NAMES.

\_\_\_\_\_  
(Name of parent, relative, sponsor)

\_\_\_\_\_  
(Sponsor's relationship to student)

\_\_\_\_\_  
(Street and Number)

\_\_\_\_\_  
(City)

\_\_\_\_\_  
(State/Country)

\_\_\_\_\_  
(Zip)

Are you sponsoring any other student currently studying in the U.S.?  Yes  No

If yes, student's name (please print): \_\_\_\_\_

School student is attending: \_\_\_\_\_

By checking this box , I understand that I am submitting the electronic equivalent of my signature. And, I certify with my signature that I am willing to sponsor this applicant financially and that the funds are available and will be provided to support this student.

\_\_\_\_\_  
(SIGNATURE IN ENGLISH OF PARENT, RELATIVE OR SPONSOR)

\_\_\_\_\_  
(DATE)

Student Applicant Name (please print): \_\_\_\_\_

**SECTION III: REQUIRED SUMMARY OF SOURCES OF FINANCIAL SUPPORT AND THE AMOUNT(S) YOU ANTICIPATE RECEIVING IN U.S. DOLLARS:**

- Personal (STUDENT) Resources: U.S. \$ \_\_\_\_\_  
(Original or certified official copies of Bank Statements or letters must be provided to verify amounts.)
- Parents or Sponsor Resources: U.S. \$ \_\_\_\_\_  
(Official Certification Form and Bank Statement must be provided)  
PARENT OR SPONSOR MUST HAVE SIGNED THE BOTTOM OF PAGE 3.
- Government Scholarship: U.S. \$ \_\_\_\_\_  
(A signed copy of your letter of award must be provided.)
- Other Sources: \_\_\_\_\_ U.S. \$ \_\_\_\_\_  
(Please specify and provide signed affidavits from authorized persons or agencies.)  
\_\_\_\_\_ U.S. \$ \_\_\_\_\_

**\* TOTAL (REQUIRED)** U.S. \$ \_\_\_\_\_

\* The total funds available should be equal to or higher than \$22,537, the estimated adjusted cost of attending Minnesota State University, Mankato for a 9 month academic year. (See Estimated Annual Expenses for cost breakdown on page 5 of this document)

**ADDITIONAL FINANCIAL/COST RELATED INFORMATION:**

- Admission may be denied if student indicates insufficient amount of support to cover cost.
- The ESTIMATED adjusted cost of attending Minnesota State University, Mankato for a 9 month academic year is approximately \$22,537\*. Verification of an additional \$6,500 is needed if you are bringing a spouse/first dependent and \$4,000 for each additional dependent.
- U.S. Homeland Security/Immigration requires that admission decisions be based on academic acceptance and evidence of adequate funds to meet college expenses for the first year and for the entire period you plan to study in the United States.
- There is no financial aid and very limited on-campus work opportunities for students holding student visas (F-1) or exchange visas (J-1). You are NOT permitted to work full-time during the nine month academic year. Dependents of F-1 visa holders, having an F-2 visa, are never permitted to work.
- The lack of adequate financial resources, as stated above, will jeopardize your status as a student in the U.S.

**IF APPLICABLE, LIST ANY DEPENDENTS (SPOUSE OR CHILDREN) WHO WILL BE ACCOMPANYING YOU AND WHO SHOULD BE INCLUDED ON YOUR I-20:**

Name (last name, first name) (as it appears on the passport)	Relationship to Applicant	Country of Citizenship	Country of Birth	Birth Date
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

## Minnesota State University, Mankato

### COST BREAKDOWN OF ESTIMATED ANNUAL EXPENSES

The following is the actual annual cost for international students attending Minnesota State University, Mankato for the 2018-2019 school year. Tuition, fees, and board charges are subject to change by the Minnesota State Colleges and Universities.

#### Tuition and Fees (Estimated)

First Semester (12-18 credits with Cultural Contribution Scholarship)	\$4,442.00
Second Semester (12-18 credits by maintaining the Cultural Contribution Scholarship)	\$4,442.00
<b>TOTAL FOR FALL AND SPRING SEMESTERS</b>	<b>\$8,884.00*</b>

#### Room and Board

On-Campus Housing (9 months) (Based on average ON campus room and meal costs)	\$9,353.00
<b>TOTAL FOR ROOM AND BOARD (9 months)</b>	<b>\$9,353.00</b>

#### Miscellaneous Expenses

Books & Supplies	\$1,200.00
Health Insurance	\$1,600.00
Personal Expenses	\$1,500.00
<b>TOTAL FOR MISCELLANEOUS EXPENSES</b>	<b>\$4,300.00</b>

<b>TOTAL ESTIMATED EXPENSES FOR 9 MONTHS ACADEMIC SCHOOL YEAR</b>	<b>\$22,537.00</b>
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**PLEASE NOTE:** The EXPENSES figure is for the 9 month academic year 2018-2019. Summer is not included. Additional resources would be needed to cover Summer costs. The EXPENSE BUDGET for future school years could see an increase. The final and accurate figure for each school year is usually not known until at least July of each year.

This budget is current as of **October 2018**.

\*The Cultural Contribution Scholarship is automatically awarded to undergraduate international students their first semester at Minnesota State Mankato. The scholarship is renewable each semester by meeting and maintaining the scholarship requirements, which include:

1. A valid F-1 or J-1 Immigration Status
2. Earning a Grade Point Average (GPA) of 2.5 or cumulative MSU GPA of 3.0.
3. Successfully earning a minimum of Twelve (12) credits each semester.
4. Completing 10 hours of Cultural Contribution volunteering each semester.

If the scholarship is not maintained after the first semester, international students will be charged non-resident tuition of \$8,107.00 the following semester.

Office of Undergraduate Admissions  
Minnesota State University, Mankato  
122 Taylor Center  
Mankato, MN 56001 U.S.A.  
507-389-1822 (V), 800-627-3529 or 711 (MRS/TTY)  
Email: [intladmt@mnsu.edu](mailto:intladmt@mnsu.edu)  
Website: <http://www.mnsu.edu/admissions/international/apply.html>

## International Student Application: Additional Information

### On-Campus Housing Information:

For specific details on meal plans and on-campus housing, contact:

Department of Residential Life  
 Minnesota State University, Mankato  
 111 Carkoski Commons  
 Mankato, MN 56001  
 Phone: 507-389-1011 (V), 800-627-3529 or 711 (MRS/TTY)  
 Fax: 507-389-2687  
 Email: [reslife@mnsu.edu](mailto:reslife@mnsu.edu)  
 Website: [www.mnsu.edu/reslife](http://www.mnsu.edu/reslife)

**Meal Plan Information:** There are several meal plans from which to choose. Contact the Department of Residential Life for details.

**Housing Costs and Application Prepayment:** On-campus housing is available in the Minnesota State University, Mankato Residence Communities (dormitories). Housing on-campus is limited and it is necessary to make arrangements prior to your arrival in the U.S. with the Department of Residential Life at Minnesota State University, Mankato to reserve an on-campus room. An on-campus room application form will be sent to you with your Immigration papers. To reserve a room on-campus, fill out an application and return it as soon as possible to the Department of Residential Life with your \$250 prepayment. You may also reserve a room online through the Residential Life website. If you decide not to attend Minnesota State University, Mankato, you must request in writing or by email your room cancellation and request \$200 of the prepayment be returned to you. This must be done prior to July 1 in order to get the \$200 refund. \$50 will be retained as a processing fee.

Room and board cost **per semester** is approximately \$4,548 for a Double Room. Cost may vary slightly depending on which meal plan you choose.

**Charges during Winter Break, Thanksgiving and Spring Break:** Winter Break on-campus room charges are \$385, if signed up by December 1. Students who sign up after December 1 will pay a rate of \$435. There is no charge for Thanksgiving or Spring Breaks. The on-campus cafeterias will not be open to serve food during break periods.

**Summer Housing:** Summer housing on-campus costs are determined each Spring. The Department of Residential Life may be contacted for specific details.

### Furnishings and Services provided:

- Room furniture (bed, desk, chair, drawers, closet, etc.)
- Ethernet (Internet) outlet for a computer in each room
- Cable TV outlet in each room
- Wireless Internet in rooms and public areas
- Paid utilities (water and electric)
- No additional charge for laundry
- Vending machines
- Mail service
- Furnished common lounge areas

### Student must provide and be responsible for:

- Bed linens, bath towels & accessories
- Washing own clothes, bed & bath linens, etc.
- Keeping own room clean—there is no maid service

### Off-Campus Housing Information:

For specific information about living off-campus, contact the Student Activities Center:

Office of Student Activities  
 Minnesota State University, Mankato  
 173 Centennial Student Union  
 Mankato, MN 56001  
 Phone: 507-389-6076 (V), 800-627-3529 or 711 (MRS/TTY)  
 Fax: 507-389-5632  
 Email: [activities@mnsu.edu](mailto:activities@mnsu.edu)  
 Website: <http://www.mnsu.edu/activities/>

On the website, you will find information about properties that are available. The University does not own or manage any of the properties listed. Please contact the property or its manager directly for more specific information regarding amenities and availability, or to inquire about leasing opportunities. We do not provide roommate matching services.