

## Return to Study at the Same Degree Level For F-1 Students

This form is for international students who enrolled for full-time study at Minnesota State University, Mankato for at least one semester, and interrupted their program of study by departing the United States for at least one term, or transferring to another SEVIS approved college/university and request to return to MSU, Mankato at the same degree level (Bachelor or Graduate). You have already been admitted by MSU; therefore this form is to confirm your eligibility to return to study. Please complete the information requested below and follow the instructions provided.

MSU Tech ID: \_\_\_\_\_ MSU StarID: \_\_\_\_\_

Name: \_\_\_\_\_  
LAST (CAPS) First Middle

Current Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Returning Degree Level:  Undergraduate  Graduate

Term you left MSU, Mankato:  Fall (year:     )  Spring (year:     )  Summer (year:     )

**NOTE:** A summer departure does not require this form to be completed if you resumed study the following Fall term by travel or taking a course or two at another University while on the MSU I-20.

### Your interruption of study was due to:

Transferred out to another SEVIS approved college/university

Please list specific school: \_\_\_\_\_

Departure from the U.S. for **less** than five months (*notify the Kearney Center two months in advance of your return*)

Departure from the U.S. for **more than** five months (*notify the Kearney Center four months in advance of your return*)

Returning to MSU at the same level after OPT

Academic Suspension (You must be academically reinstated)

A. The Application for Reinstatement and all supporting documents must be turned into the Office of Academic Affairs by the deadline stated on the application. See <http://www.mnsu.edu/acadaf/appeals/> for more information.

B. Applications for Reinstatement are reviewed by the Academic Standing Committee, and will be notified of their reinstatement status via e-mail.

C. Reinstated students must meet with their Student Relations Coordinator or other advising staff before they will be allowed to register for next semester.

Other: (please specify request): \_\_\_\_\_

Which term do you intend to resume study:  Fall (year:     )  Spring (year:     )

Summer (year:     )

Intended program of study/major upon return:

\_\_\_\_\_

### Required Academic Information:

- If you studied at another U.S. college/university, please have the official transcript sent from the institution(s) you attended during time away from MSU to the Office of the Registrar for evaluation:

Office of the Registrar  
Minnesota State University, Mankato  
132 Wigley Administration Building  
Mankato, MN 56001

- If you studied at a University outside the United States and plan to have those credits be considered for transfer, your credits must first be evaluated by a recognized credential evaluation agency as confirmation of the courses taken and grades earned. We recommend using Educational Credential Evaluators, Inc. (ECE). There is also a list of recognized and allowable evaluation services at: <http://www.naces.org/>. If you are majoring in a program in the **College of Science, Engineering and Technology majors** you must select ECE Course-by-Course evaluation. Most agencies charge approximately the same price. The ECE website is: <http://www.ece.org>.

### Required Information:

You will be required to purchase the mandatory health insurance prior to registering for courses. Please visit the Cost & Financing website for estimated health insurance rates: <https://mankato.mnsu.edu/future-students/tuition-and-aid/international-undergraduate-cost-of-attendance/>

- International Student Orientation Requirements:
  - **If you departed MSU for a minimum of 2 consecutive semesters, you are required to complete the online Orientation**
  - **If you departed MSU for more than 2 years (4 consecutive semesters), you are required to complete International Student Orientation and the online orientation.**
- **The Kearney Center will remove the hold for registration upon the completion of all the information above.**

### Registration Advising:

- Contact the Student Relations Coordinator or designated advisor in the College of your major. The following link offers specific contact information for SRC/advisors in each college: <http://www.mnsu.edu/academics/advising/>
- Plan to discuss your decision to return to MSU and related academic goals. Notify advisors as far in advance as possible to review academic plan and allow ample time for registration.
- If you are academically suspended, be prepared to discuss past academic challenges, plan for success and the academic reinstatement application process. Planning in advance is essential because there are specific deadlines associated with academic reinstatement. See <http://www.mnsu.edu/acadaf/appeals/> for more information.
- Expect to have academic records reviewed and learn about major admission requirements. If necessary, you may need to discuss if the major is a reasonable goal.

- Meet with advisor to review academic plan. Specifically discuss general education, admission requirements for the major, what bulletin year to follow and how previous coursework fits into these areas.
- Determine what courses to register for the upcoming semester and obtain a registration access code, if necessary.

**\*Note: All your questions may not be answered at your initial advising meeting. Further research might be necessary depending on length of time away from the University and changes in curriculum.**

### **Financial Statement for Re-Entry to MSU**

Students who have been away from MSU for more than 5 months must provide update financial documents before a new initial I-20 can be issued.

**Undergraduate Students:**

Complete the International Financial Form:

<https://mankato.mnsu.edu/globalassets/admissions/international-financial-form-student-application.pdf>

Bank Statements: Along with the Financial Form, you must provide a RECENT (no more than 3 months old), copies of legal bank statement with the account owner’s NAME on it, or verification of scholarship awards or letter of financial guarantee verifying the availability of one academic year’s expenses at Minnesota State University (see link below for specific costs). Students may expect some cost increase in each subsequent year at Minnesota State University, Mankato. Further information regarding current cost of attendance available at this link:

<https://mankato.mnsu.edu/future-students/tuition-and-aid/international-undergraduate-cost-of-attendance/>

**Graduate Students:**

Contact Graduate Studies (gradapp@mnsu.edu) to confirm your status.

*****FOR OFFICE USE ONLY*****
<input type="checkbox"/> <b>Check Holds:</b> if current hold exits, inform student <input type="checkbox"/> <b>Issue I-20</b> as “initial” if out of the country for over 5 months <input type="checkbox"/> <b>Notify SEVIS Helpdesk</b> 30 days prior to set student back to ACTIVE if less than 5 months. Note date of SEVIS Helpdesk ticket approval: ___/___/____. Note date I-20 re-issued/signed: ___/___/____. <input type="checkbox"/> <b>Review eligibility for CCS (undergrad only)</b> <input type="checkbox"/> <b>Send notice to Admissions if needed:</b> Undergraduate: ___/___/____      Graduate: ___/___/____ <div style="text-align: center; margin-left: 100px; margin-right: 100px;"> <span style="margin-right: 100px;">Date sent</span> <span>Date sent</span> </div> <input type="checkbox"/> <b>Add to incoming student database for that term to produce check-in/checkout form</b> <input type="checkbox"/> <b>Enter in ISRS re-entry information if needed, set to xx until individual registers/arrives</b>