

Admission Process in Brief for International Students

Step 1: Submit Application to Christian Brothers University-\$75 Application Fee

You may apply online or complete a paper application.

Christian Brothers University
Office of Undergraduate Admissions
650 East Parkway South
Memphis, TN 38104
USA

If you decide to apply online, please go to;

www.cbu.edu/applynow

Step 2: Send Official Documents

For certificates, TOEFL scores, transcripts, etc. to be considered official, they must come directly from the governing institution to Christian Brothers University. We can not accept faxed or photo copied documents, nor can we accept documents that are sent from the student. We require that all documents are sent from testing centers and educational institutions. We also require an official English translation of all non-English documents. *International students who completed college credit at a non-U.S. institution must have those credential evaluated by an approved evaluation service. Please contact the Office of Undergraduate International Admissions to provide the approved evaluations services.*

Step 3: Send Official Test Scores

Though the Scholastic Assessment Test (SAT) is not required for admissions purposes, we do require the SAT for scholarship eligibility. We require a minimum of a 980 (critical reading and math) to be considered for scholarship. A student must obtain a score of 185 or higher on the TOEFL computer based test (cBT), a score of 520 or higher on the paper-based test (pBT), or a score of 68 or higher on the internet-based test (iBT), or a score of 5.5 or higher on the IELTS in order to meet admissions requirements.

Step 4: Admissions Evaluation and Decision

Upon receipt of a student's official documents (transcripts, diplomas, scores, etc.), the Office of Undergraduate Admissions will review your file for admission to the university. He or she may request additional documents such as letters of recommendation or a personal statement. Please be prepared to submit this documents if necessary. The evaluation process takes two weeks. Students are notified of their acceptance within this time frame.

Step 5: Complete and Submit the Certificate of Financial Support

The Declaration of Finance must be submitted to Christian Brothers University before an I-20 may be issued. We require the Certificate of Financial Support to be current, so we will not accept any that are older than 6 months.

Step 6: Submit \$300 Enrollment Deposit

Before Christian Brothers University can issue a student an I-20, we must receive a \$300 enrollment commitment deposit. The deposit is applied towards insurance and tuition. It is important to note that we cannot accept enrollment deposits from student who have not completed steps 1-4 and have not been accepted by the university. <http://www.cbu.edu/save-your-spot>

Step 7: Submit \$150 Housing Contract: <http://www.cbu.edu/save-your-spot>

Step 8: Pay SEVIS Fee

For additional information about the SEVIS fee process, visit:

<http://studyinthestates.dhs.gov/paying-your-i-901-sevis-fee>

Step 9: Make Appointment with American Embassy

CHECKLIST FOR INTERNATIONAL STUDENTS

Student Name: _____

Name of School: _____

	Initials
<input type="checkbox"/> Student's Application	_____
<input type="checkbox"/> Official Transcripts *	_____
<input type="checkbox"/> English Proficiency * <i>(TOEFL, IELTS and/or SAT scores)</i>	_____
<input type="checkbox"/> Certificate of Financial Support *	_____
<input type="checkbox"/> Financial Records *	_____
<input type="checkbox"/> Enrollment Form and Deposit	_____
<input type="checkbox"/> Housing Contract	_____
<input type="checkbox"/> Health Form	_____

* All records must be official and **cannot** be faxed, emailed, or photocopied.

Please send all documents to Christian Brothers University, 650 East Parkway South, Memphis, TN 38104.

If you should have any questions, do not hesitate to contact Gordon Blum, Office of Undergraduate International Admissions at (+001) 901.321.3267 or gblum@cbu.edu

Christian Brothers University

Certificate of Financial Support

Memphis, Tennessee 38104

U.S. Phone: 901.321.3305 – Fax 901–321–3202 – email: *admissions@cbu.edu*

The U.S. Citizenship and Immigration Services (USCIS) require that each student shows they have sufficient funds to cover their tuition and living expense during the period of intended study. You must show you have the funds – through all sources considered below - available for the first year and resources for the duration of your stay. This form must be completed as a part of your enrollment process. Please complete the table below and supply the appropriate signatures and forms. After completing this form, you may e-mail it back to our office or fax it to the number above. Our expected budget for the **2015-16** school year is below:

Tuition and required fees	\$30,106
Room and Board (double room).....	\$07,200
Total Yearly Charge	\$37,306
Expected 9 month budget (estimated for transportation, books, insurance and spending money.....	\$04,650
Total Expected Budget	\$41,956

FUNDING SOURCES	Support amounts in U.S Dollars			
	1 st Yr (ASSURED)	2 nd Year	3 rd Year	4 th Year
Personal or family savings <hr/> <i>Name of Bank [a bank signature is required to accompany this document]</i>				
Parents or sponsors <hr/> <i>Name of parents or sponsors is required in the blank above.</i>				
Government <hr/> <i>Please fax the form provided by your government</i>				
CHRISTIAN BROTHERS UNIVERSITY <hr/> <i>Award will be confirmed by our office of financial assistance</i>				
Other <hr/>				
Each column should add up to at least the amount shown above <i>Total Expected Budget</i> ⇒				

What is the total amount of money you expect to have when you arrive at this institution?.....U.S. \$ _____

Do you plan to remain in the U.S. during the summer break? _____

If remaining in the U.S., you plan to attend summer school..... _____

Do you have emergency funds once you arrive in the U.S.?..... _____

A CERTIFICATE OF ELIGIBILITY (UCIS Form I-20) will not be authorized until this form is completed and returned to Christian Brothers University. A copy of this form and accompanying paperwork will be included with your I-20 and should be taken to the U.S. Consulate Office for your student interview.

Legal Name _____
Last
Middle
First

My signature below (or return via e-mail with completed amounts covered) certifies that all information provided on this form is accurate, that I will provide the funds I have promised above, and that I will not incur any debt with the university. With the exception of any financial assistance already offered by Christian Brothers University, I do not expect the university to provide any financial assistance now or in the future.

Signature of Student

Date

CBU

ENROLLMENT COMMITMENT FORM FOR INTERNATIONALS

YES! I AM ATTENDING CBU!

APPLICANT INFORMATION:

(please print)

First Name

Middle Name

Last Name

Phone

DEPOSIT INFORMATION:

All deposits are non-refundable unless your student visa is denied.

- Enclosed is my tuition deposit and housing security/damage deposit of \$300.00 US. I have also enclosed my completed health form and housing contract and roommate questionnaire.

Method of payment:

- Check (from a bank in the USA and made payable to Christian Brothers University)
- Credit Card:

VISA/MasterCard # _____

CVV Code: _____ Expiration Date _____

Signature _____

- Wire Deposit:

Bank name: Regions

Routing or Chip #: 062005690

Account #: 00170984

Return this form along with your deposit to:

**Christian
Brothers
University**

OFFICE OF ADMISSIONS
650 East Parkway South
Memphis, Tennessee 38104
USA

www.cbu.edu