UNIVERSITY of HAWAI'I®
LEEWARD
COMMUNITY COLLEGE

Office of International Programs
96-045 Ala Ike
Pearl City, HI 96782
Phone: (808) 455-0570
Fax: (808) 455-0568
http://www.leeward.hawaii.edu/ipo

International Student Application Checklist

Application Instructions **Applicants must be 18 years old OR have completed secondary school prior to enrollment

The following forms and documents are required for admission to Leeward Community College (Leeward CC)

Forms and documents	✓
A. ***International Student Application Form***. Complete in full; then sign & date.	
B. Passport size picture of yourself.	
C. US$100.00 (ELI)/US $25 (Credit Program) Non-refundable Application Fee Payable to Leeward Community College.	
D. US$40.00 FedEx Delivery Fee (REQUIRED for overseas applicants.)	
E. Official/Unofficial Transcripts/Grade Report from high school or college/university. (If the last school you attended was a college or university, submit a copy of your transcript from **each** college and/or university attended.)	
F. **CREDIT PROGRAM APPLICANTS ONLY**: Official TOEFL: 61 on iBT or 500 paper test / IELTS: 5.5 / Step Eiken: 2A / GTEC 1051 / duolingo: 85 Intensive English Program "English Language Institutes (ELI)" Applicants may apply without an official English Proficiency Test Score.	
G. ***Affidavit of Support Form*** AND official Bank Statement from the financial sponsor verifying a minimum amount of US$22,528 for one academic year. Additional USCIS Affidavit of Support Form I-134 is required of all U.S. based sponsors. The form can be downloaded from https://www.uscis.gov/i-134	

*Applicants who wish to bring their dependent (spouse and/or children) to the United States as F-2 visa holders must show proof of additional US$5,000 for the first dependent and US$3,000 each thereafter.

Applicants who are currently in the U.S. must submit the following forms and documents.

H. Copy of Passport and Visa pages.	
I. Form I-94. (Please retrieve your I-94 from https://i94.cbp.dhs.gov/I94/#/home#section)	
J. Copy of I-20 and ***Transfer Information Form*** (ONLY for applicants who are on F-1 student visa).	

Academic Calendar & Recommended Application Submission Dates

Credit Program & English Language Institute

Term	Overseas Application should be submitted by:	U.S.-based Application should be submitted by:
Fall semester (End of Aug through mid-Dec)	July 1	July 25
Spring semester (Early Jan through early May)	October 25	December 1
Summer terms (Mid-May through early Aug)	March 1	April 15

Note: All submitted forms and documents become the property of Leeward Community College Office of International Programs and cannot be returned.