



PITTSBURG STATE UNIVERSITY

INTERNATIONAL PROGRAMS AND SERVICES
1701 S. BROADWAY, 118 WHITESITT HALL
PITTSBURG, KS 66762
TEL. 620.235.4680 FAX 620.235.4962

DATE: September 1, 2004
TO: All students or exchange visitors applying for F-1 or J-1 visas
FROM: Pittsburg State University International Programs and Services Office
SUBJECT: New Fee

The United States Department of Homeland Security has implemented a new fee call the SEVIS Fee as of September 1, 2004. If you are applying for a visa from outside the United States, you may be required to pay the US\$100.00 fee. See the back for more information about who is required to pay the fee.

The SEVIS fee only needs to be paid one time. Many international students apply to more than one school in the United States at the same time. The SEVIS fee can be used for any school in the United States that you are applying to. *You must attend the school whose immigration document you use to obtain your visa.*

SEVIS Fee payment options are: (1) Western Union Quick Pay that allows you to pay the fee through your local Western Union office using your own currency, (2) mailing a check or money order in US Dollars to the address listed on the payment form, or (3) paying with a credit card through the internet. Payment option information may be found at <http://www.ice.gov/graphics/sevis/i901/index.htm>

If you prefer, **Pittsburg State University's International Programs and Services Office will assist you in paying this required fee.** Simply include US\$100.00 with your application fee or complete and return the [credit card authorization form](#). We will pay the fee for you and send you proof of payment with your immigration document. *Please note that the SEVIS fee will not be processed until your immigration document is issued.*

If you have any questions or need more information, please contact Lori Atkinson at latkinso@pittstate.edu.

WHO PAYS THE FEE?

F-1 or J-1 Initial Attendance:

- **F-1 student** visa applicants applying for visa from outside the United States with an I-20 marked as "initial attendance" for an academic or language training program dated on or after September 1, 2004 (9/1/2004). The fee must be paid before your visa appointment and you must show proof of payment.
- **J-1 student, short-term scholar, research scholar or visiting scholar** visa applicants applying for visa from outside the United States with a DS-2019 marked as "initial attendance" dated on or after September 1, 2004 (9/1/2004). The fee must be paid before your visa appointment and you must show proof of payment.

Contiguous Territory

- Residents of a contiguous territory or adjacent island exempt from the visa requirement (for example, Canada or Bermuda), and will apply for admission at port-of-entry to begin initial attendance at a U.S. school on or after September 1, 2004 (9/1/2004). In this case, the SEVIS fee must be paid before entry into the United States. Proof of fee payment is required. The fee cannot be paid at the port of entry.

WHO DOES NOT PAY THE SEVIS FEE?

Dependents

- Spouses or minor children of students or exchange visitors applying for F-2 or J-2 visa.

Visa or Port of Entry Denial

- F-1 or J-1 visa applicants who have paid the fee, were denied visa, and are reapplying for visa within twelve months of the date of initial denial.
- Residents of a contiguous territory or adjacent island reapplying for status as a student at the port of entry within twelve months of the initial denial.



PITTSBURG STATE UNIVERSITY

Admission Application for Undergraduate International Students

Application Receipt Deadlines: Fall Term - June 1 Spring Term - October 15 Summer Term - April 1

Official transcript(s) of your secondary and post-secondary school credits, TOEFL/IELTS scores, current financial statement of support with current, original bank statement and a US \$50.00 application fee must accompany this application. The non-refundable application fee should be in the form of a certified check or money order, payable to Pittsburg State University. Do not send cash. *This application will not be processed if not complete.*

PLEASE TYPE OR PRINT (INK), COMPLETING ALL INFORMATION REQUESTED ON THIS APPLICATION.

1. **Name** (as it appears on your official documents)

Mr. Ms. Mrs.

Last (family)

First (given)

Middle

2. **I-20/DS2019 Mailing Address**

Street Address

City

State/Province

Country

Postal Code

3. **E-mail** (required) _____

4. **Gender** Male Female

5. **Date of Birth** _____

month/date/year

6. **Birth Country** _____

7. **Citizenship Country** _____

8. **Birth City** _____

9. **Residency Country** _____

10. **Parents' Full Names** _____

(Family, Given, Middle)

11. **Home Country Address** _____

Street Address

City

State/Province

Country

Postal Code

12. **Home Country Phone Number** _____

13. **When do you plan to enter Pittsburg State University?** Fall 20____

Spring 20____

Summer 20____

14. **Have you previously applied to Pittsburg State University?** No

Yes, when? _____

15. **Degree:** Major _____

Area of Concentration _____

Example: (Major) Biology, (Area) Pre-Medicine OR (Major) Engineering Technology, (Area) Plastics Engineering Technology

16. **TOEFL/IELTS Score:** _____

Date Taken/Plan to Take _____

Native Language _____

Applicant with less than the required English proficiency must be enrolled in the Intensive English Program full time

17. **I will enter the Intensive English Program:**

Fall Semester:

August

October

Spring Semester:

January

March

Summer Semester:

June

18. **Check One:**

I plan to come to the US alone.

I am plan to bring dependents with me (attach a separate sheet listing names of dependents [spouse, children], relationship, date of birth, birth country, citizenship country and residency country of each dependent).

19. **Summary of Educational Experience** - List in chronological order each secondary and post-secondary school attended (attach separate sheet if necessary). Official transcripts are required. Transcripts from US colleges attended must verify CGPA of 2.00 or higher (4.0 scale).

Name of

Location of

Year of

Certificates/

Language of

Institution/s Attended

Institution

Attendance

Degrees/Diplomas

Instruction/s

VERIFICATION - I hereby affirm that all information supplied on this form is complete and accurate. It is my understanding that I will not be considered for admission to Pittsburg State University until I have submitted all of the required records: application, official transcripts, TOEFL/IELTS score, current financial statement, current, original bank statement, and the application fee of US \$50.00. All applicants with less than the required English proficiency must be enrolled in the Intensive English Program full time. The successful completion of the highest level of the Pittsburg State University Intensive English Program may be substituted for the TOEFL/IELTS requirement. Applicants who can verify English was the language of instruction from the school graduated are exempt from the TOEFL/IELTS requirement. Verification must be an original statement by a school official from which the applicant graduated.

Signature _____

Date _____

Return this form and required documents to:

International Programs & Services Office

Pittsburg State University

1701 S. Broadway

Pittsburg, KS 66762 USA