

Prospective F-1 Visa International Student Letter

Dear Student:

We are pleased that you wish to potentially enroll in a program of study at Blue Ridge Community College. BRCC is a two-year, non-residential, commuter college located in the Shenandoah Valley area of Virginia. We welcome applications from qualified international students who meet our academic, financial, and language requirements.

Please note that the College does not operate dormitories, nor does it assume responsibility for locating and securing adequate housing for students. It is the student's responsibility to make housing and transportation arrangements to and from campus to attend classes. Most potential student housing is not located within walking or cycling distance of campus.

F-1 Visa international students are classified as out-of-state students for tuition payment purposes. Funds must be readily available for tuition payment at time of course enrollment. Please keep in mind that BRCC does not offer international student scholarships. Nor do we offer on-campus employment opportunities for F-1 Visa students. In addition, typically, F-1 Visa students are not eligible for off-campus employment due to Federal regulations.

As of June 24, 2019, SEVIS (Student Exchange & Visitor Information System) will be collecting a \$350.00 fee for your I-20 issuance process. If you receive an I-20 from BRCC, you must visit the website to file and pay the [SEVIS I-901](#) fee.

Our college must comply fully with federal law and regulations regarding admission of non-immigrant F-1 Visa students.

Deadlines for I-20 Applications for students needing an F-1 Visa or F-1 Visa students transferring from another U.S. college/university are listed below:

- Fall semester-April 1
- Spring semester-October 1

Steps for F-1 Visa/I-20 International Student Application Process

1. Submit an initial online [BRCC application](#) for admission.
2. Please note that all required forms and documents may be submitted through our secure portal at [DropSecure](#)
3. Submit a completed [Supplemental Form for I-20 Application](#).
4. Submit a completed [Maintaining F-1 Visa Status Form](#).
5. International Transcripts (high school equivalency): BRCC should receive documentation that the student has completed the equivalency of an American high school diploma, regardless of your country of origin. **BRCC does not accept international transcripts directly.** Please work with an approved credentialing agency to submit this information to BRCC. BRCC recommends a "course-by-course" detailed evaluation for high school-level equivalency but will also accept a summary report for our general admissions process. To find an approved credentialing agency, please visit the [National Association of Credentials Evaluation Services website](#). (See last page of this letter for more information on these agencies as well.)
6. International Transcripts (college/university coursework): If you wish to apply any credits from a non-U.S. college or university toward your program of study at BRCC, we must receive an evaluation of the transcript(s) from an approved credentialing agency. **(BRCC does not accept**

international transcripts sent directly to our college without an official transcript evaluation from one of these agencies.) For college-level courses, you must request a “course-by-course evaluation.” To find an approved credentialing agency, please visit the [National Association of Credentials Evaluation Services website](#). (See last page of this letter for more information on these agencies as well.)

7. Please have an official transcript from each U.S.-based college or university you have attended sent directly to BRCC. If you are currently attending a U.S. college or university, we also must receive the [International Student Transfer Information Request Form](#). Please have your P/DSO in your international student services department complete this form and send directly to BRCC International Admissions.
8. Verification of financial support sufficient to enroll as a full-time student without the need to work is required. Please read and complete our [Financial Information Form for F-1 Visa International Students](#). All financial information must be in English and U.S. dollars. This information must be original documentation and may not be faxed or emailed. It is important that monies be readily available to students at time of registration. Please be sure to retain copies of the documentation you provide BRCC for your visa interview process at your local U.S. consulate's office. Please note that the packet information is a conservative estimate of expenses and does not include transportation costs (including international or domestic/local travel--these costs can vary greatly between different students and their particular needs).
9. All F-1 Visa international students must demonstrate English proficiency for direct placement into at least our College Composition I Class (ENG 111) as a degree-seeking student. BRCC accepts the following internationally-recognized standardized tests for demonstrating this proficiency. Listed below are the tests and score minimums:

Test Name	Score
TOEFL iBT (<i>preferred test</i>)	90
TOEFL Essentials	10-11.5
IELTS	7
Duolingo English Test	115

For more information on these tests: see TOEFL website (www.ets.org), IELTS website (www.ielts.org) or Duolingo English Test (<https://englishtest.duolingo.com/applicants>).

Please request that your official scores be sent/shared directly to Blue Ridge Community College (Virginia) from your test provider. Please note that lower scores may be considered on a case-by-case basis in consultation with our English/ESL Faculty and the student's educational evaluation from an approved credentialing service. (See www.naces.org for approved agencies.) In addition, official SAT, ACT, AP, IB, Cambridge International AS & A Level Exams testing, or transferable college coursework from an American-based university may be used for demonstrating required proficiency. Please email the International Admissions Contact, Kathy McDaniel, at mcdanielk@brcc.edu to discuss your testing and educational background.

Transfer Process from Another U.S.-based College or University

In addition to all the documents and requirements listed above, students who are already studying at a college or university in the United States must submit the following documentation to BRCC, as well:

- [International Student Transfer Information Request Form](#) to be completed and sent directly to BRCC from your current school's P/DSO.
- A copy of your current I-20 from transferring school, passport, and current F-1 Visa.
- An official academic transcript from transferring school as well as any other U.S.-based colleges or universities you may have attended.

Your transfer application, forms, and all documentation will be reviewed. If you are deemed eligible to enroll at BRCC, your current school will receive a Transfer Acceptance/Clearance Letter requesting that your SEVIS record be transferred to BRCC.

Additional Information:

- If you are issued an I-20 by BRCC, you must make an appointment with Kathy McDaniel, current PDSO, as soon as possible upon entry to the U.S.
- You must present your original Passport, F-1 Visa, and I-94 with expiration dates to the BRCC P/DSO.
- You must be accepted into and pursuing an eligible F-1 Visa Associate's Degree program here at BRCC. Please keep in mind that submitting an online application to BRCC does **not guarantee admission** as an international student needing an I-20 and F-1 Visa to study in the United States. BRCC is currently government-certified to offer several college transferable Associate of Arts (A.A.) and Associate of Science (A.S.) degrees to students requiring F-1 Visas to study in the United States. In general, our Associate of Applied Science Degrees (A.A.S.) are **not** eligible for F-1 Visa Students. This includes our Nursing A.A.S. degree and Veterinary Technology A.A.S. degree. Our FAA-certified Aviation Maintenance Technology A.A.S degree, however, is potentially an eligible program for F-1 Visa students.
- While enrolled at BRCC, you must be registered for at least 12 credit hours for each semester. You may not take more than one online/virtual course per semester.
- You must be prepared to pay your tuition in full by semester payment deadlines. View current [Tuition Rates and Fees for Out-Of-State Students](#). View current and upcoming [Tuition Payment Deadlines](#).
- Government regulations require that you file any change of address or phone number with your P/DSO in the BRCC Student Records Office within 10 days of your change.
- Government regulations require that you obtain international student health/medical insurance. BRCC does not have a preferred insurer. You may obtain your health/medical insurance from the vendor or company of your choice. Please be prepared to show your P/DSO your insurance documentation.
- Once you begin your education at BRCC you must have your P/DSO at BRCC sign your form I-20 travel section at least two weeks in advance of traveling outside the United States. This must be completed to allow reentry to the U.S.
- You must remain in good academic standing with a cumulative GPA of at least a 2.0.

If you have any questions, please do not hesitate to contact Kathy McDaniel, Primary Designated School Official (PDSO), in the BRCC Student Records Office at (540) 453-2595 or email mcdanielk@brcc.edu.

Mailed documents may be sent to:
Blue Ridge Community College
International Admissions
ATTN: PDSO
P.O. Box 80
Weyers Cave, VA 24486

Thank you for your interest in Blue Ridge Community College!

Information on Approved U.S.-Based Credential Evaluation Services

Please keep the following information in mind:

- An evaluation of foreign/international high school transcripts is required for F-1 Visa students.
- An evaluation of foreign/international college/university transcripts is required for F-1 Visa students.
- Submit your official international transcript to an approved credentialing service. (See information below.) Request a **"course-by-course evaluation"** of the transcript. "Summary evaluations" cannot be used to enter college-level transfer credit. Instruct the evaluation agency to send an official report directly to:

Mail:
Blue Ridge Community College
International Admissions
Attn: PDSO
P.O. Box 80
Weyers Cave, VA 24486-0080

Or

Encrypted inbox:
[DropSecure](mailto:brcc.dropsecure.com/send/registrar) (brcc.dropsecure.com/send/registrar)

Please do not send or bring foreign/international transcripts directly to the BRCC Student Records Office. Please note that BRCC does not endorse any specific company. The information below is provided for your convenience only. For a full list of approved agencies, please visit [National Association of Credential Evaluation Services](http://www.naces.org) (www.naces.org) and view a list of all members.

BRCC students have frequently used the following NACES member organizations for evaluations:

[Global Credential Evaluators, Inc.](#)

[International Consultants of Delaware, Inc.](#)

[Spantran](#)

[World Education Services, Inc.](#)