



UNIVERSITY OF
ST. THOMAS
HOUSTON



INTERNATIONAL STUDENT CHECKLIST

INTERNATIONAL ADMISSIONS REQUIREMENTS

- ❑ **UST Undergraduate Application:** www.stthom.edu/apply
- ❑ **English Proficiency:** Students must take **ONE** of the following examinations:

TEST NAME	MINIMUM SCORE
TOEFL Internet-based (IBT).....	79
IELTS.....	6.5
ELS.....	Certificate of completion level 112
PTE.....	53

If interested in scholarships, these tests meet English Proficiency and scholarship eligibility requirements.

SAT.....	1140 (ERWS + MSS) taken after February 2016
ACT.....	23 (composite)

Students must request official test scores to be sent from the respective testing agency.

❑ **International Transfer Students**

If you have previously attended a college/university in the U.S. and completed at least 24 transferrable credit hours including English Composition I and II, the foreign language test may be waived. International Transfer Students are evaluated on a case-by-case basis.

If you have not attended a U.S. college/university, you must take one of the English Proficiency Tests.

❑ **Official Transcripts to be Evaluated by an Accredited Agency**

Please ask for a full **course-by-course** evaluation.

Common Acceptable Agencies are listed on the back.

- ❑ **Deadline:** All items should arrive at the Office of Admissions no later than 60 days prior to the first day of school for the fall, spring, or summer semesters.

IMMIGRATION REQUIREMENTS

All admitted students will need to fulfill immunization requirements. Find the UST Immunization form at stthom.edu/immunization.

Admitted students who are living abroad and need to apply for an F-1 visa are required to complete and submit:

- A copy of your passport
- An F-1 Undergraduate Information Form
- An Undergraduate Affidavit of Financial Support Form
- An original and official bank statement (Must be less than six months-old and in English) and/or an official scholarship award letter
- Health Insurance Compliance Form

- OR -

Admitted students who are already in the U.S. (with an F-1 visa) and plan to transfer from another institution, will need to submit the items listed above, and a copy of the following:

- I-20(s) from previous school(s)
- Visa
- I-94 (Visit <https://i94.cbp.dhs.gov> to retrieve your I-94)
- SEVIS Transfer Form

OFFICE OF INTERNATIONAL STUDENTS AND SCHOLAR SERVICES (OISS)

713-525-3503 • iss@stthom.edu • www.stthom.edu/iss

COMMON ACCEPTABLE EVALUATION SERVICES

- These evaluation agencies can convert your high school grades and/or international college credits to the American 4.0 grade point average (GPA) scale. They also can provide a translation into English, if necessary.
- When requesting an evaluation, please apply for a “**full evaluation**,” also known as a “**course-by-course evaluation**” of your transcript. Evaluations must be sent from the evaluating agency to be considered official. Unofficial transcripts will not be considered for admission.

SDR Educational Consultants (SDR) (www.sdreducational.org)
2600 Gessner Rd., Ste. 270, Houston, TX 77080, Phone: (713) 460-3525

Educational Credential Evaluators (ECE) (<http://www.ece.org>)
P.O. Box 514070, Milwaukee, WI 53203-3470, Phone: (414) 289-3400

Global Credential Evaluators (GCE) (<http://www.gcevaluators.com>)
P.O. Box 9203, College Station, TX 77842, Phone: (800) 707-0979

World Education Services (WES) (<http://www.wes.org>)
Bowling Green Station, P.O. Box 5087, New York, NY 10274-5087, Phone: (800) 937-3895

SpanTran Evaluation Services (<http://www.stthom.edu/spantran>)
2400 Augusta Dr., Suite 451, Houston, TX 77057, Phone: (713) 266-8805

Foreign Credential Services of America (FCSA) (<http://www.fcsa.biz>)
1910 Justin Lane, Austin, TX 78757-2411, Toll-Free: (877) 533-4285, Phone: (512) 459-8428

This is not a comprehensive list. If you have questions about an agency not listed, please contact the Office of Undergraduate Admissions.

OFFICE OF UNDERGRADUATE ADMISSIONS

713-525-3500 • 800-856-8565 • admissions@stthom.edu • www.stthom.edu/admissions



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