

# ***ADMISSION FOR INTERNATIONAL STUDENTS***

SAE is authorized under federal law to enroll non-immigrant foreign students (M1 Visa). International students must complete the entire enrollment process before the school can issue a form I-20 (Certificate of Eligibility). The student must present that form, along with all other required documents to the appropriate consular officials in order to obtain a proper Visa for entry to the United States. International students are eligible to attend full time programs only.

Specific requirements must be followed concerning the admission of International students to SAE. For admissions an international student must:

1. Complete and submit the application for admission along with proof of educational achievement that is equivalent to a US High School diploma or a passing grade on the US GED exam. All transcripts/ education information must be in English or officially translated. All applicants who received education outside of the United States must have their educational experience evaluated to determine U.S. educational equivalency. Here are several agencies that provide this particular service:

**World Education Service**  
**website:** [www.wes.org](http://www.wes.org)

**Globe Language**  
**website:** [www.globelanguage.com](http://www.globelanguage.com)

**American Evaluation and Translation Services**  
**website:** [www.aetsinternational.com](http://www.aetsinternational.com)

2. Demonstrate English proficiency. All international students and students whose first language is not English must provide TOEFL scores showing English proficiency. The TOEFL code number for SAE Miami is 8656. Please use this school code when taking the exam. More information regarding TOEFL testing can be found at [www.ets.org/toefl](http://www.ets.org/toefl). All TOEFL test scores must be sent directly to the school. No copies or faxes will be accepted.
3. Demonstrate available financial support and stability for the period of enrollment. This proof may be in the form of a bank or other financial statement. If another party is providing financial statements on an applicant's behalf, this party must provide a letter stating that he or she is financially supporting the applicant during their stay in the U.S. Documentation must show a minimum of \$30,000 US to cover tuition and living expenses during the period of intended study. All bank statements or supporting letters must be sent in its original form. No copies will be accepted.

## **ENROLLMENT / REGISTRATION PROCESS**

When all of the above requirements are met, applicants will be sent an Enrollment Package containing all materials needed to complete the enrollment process. This process includes the following steps:

1. Complete and submit Enrollment Agreement and related forms;
2. Remit payment in full. Payment in full must be received before any visa-related paperwork will be issued by SAE.

When the enrollment process is completed, SAE will provide students with a copy of the signed Enrollment Agreement and a receipt for all payments. SAE will enter necessary student information in the Student and Exchange Visitor Information System (SEVIS), an Internet-based system that maintains accurate and current information on non-immigrant students and exchange visitors and dependents and will generate the USCIS Form I-20M-N, Certificate of Eligibility for Nonimmigrant (M-1) Student Status for Vocational Students. The following list includes all documents, including the I-20, that must be presented at the US Embassy or Consulate when applying for the M-1 Visa:

- A SEVIS generated Form, I-20, which was provided by SAE. Both student and school official must sign the I-20 form. Students will also have to pay an SEVIS I-901 fee for each program of study. For additional information and to pay this fee, please visit [www.fmjfee.com](http://www.fmjfee.com);
- A completed application Form DS-156, together with a Form DS-158. Some applicants will also be required to complete and sign Form DS-157. To access these forms, visit [evisaforms.state.gov](http://evisaforms.state.gov);
- A passport valid for at least six months after proposed date of entry into the United States;
- One (1) 2x2 photograph. See the required photo format explained at [travel.state.gov/visa/temp/info/info\\_1287.html](http://travel.state.gov/visa/temp/info/info_1287.html);
- A receipt to show payment of the visa application fee, a visa issuance fee if applicable and a separate SEVIS I-901 fee receipt;
- Transcripts and diplomas from previous institutions attended;
- Scores from standardized tests required by the educational institution such as the TOEFL, SAT, GRE, GMAT, etc.;
- Financial evidence that shows that student or sponsor has sufficient funds to cover tuition and living expenses during the period of intended study.

To locate the appropriate US Embassy or Consulate and obtain specific Visa information, please visit [usembassy.state.gov](http://usembassy.state.gov).

PLEASE NOTE: The above instructions refer to applicants are currently outside of the United States. Students who are already in the United States and choose to change their nonimmigrant status to an M-1 Student Visa will not be able to begin classes with USCIS approval of this change. This approval process can be quite lengthy and may significantly delay students' enrollment. Students obtaining the Visa from a United States Embassy or Consulate outside of the United States can avoid this delay.

***Additional Information is provided on reverse side of this document.***

Upon entering the United States and reporting to SAE for student orientation, students must provide the following documents to SAE:

- Copy of approved USCIS Form I-20;
- Copy of approved USCIS Form I-94;
- Copy of approved M-1 Visa.

Students must notify SAE's Designated School Official when leaving the United States for any reason and must have the USCIS Form I-20 signed by the DSO.

For additional information on the Visa process, please visit the following websites:

United States Citizenship and Immigration Services	<a href="http://www.uscis.gov">www.uscis.gov</a>
United States Department of State	<a href="http://travel.state.gov">travel.state.gov</a>
United States Immigration and Customs Enforcement	<a href="http://www.ice.gov">www.ice.gov</a>
United States Visas	<a href="http://www.unitedstatesvisas.gov">www.unitedstatesvisas.gov</a>

*International students are responsible for understanding and following all United States Citizenship and Immigration Services rules and regulations. The staff at SAE Institute of Technology is here to assist students with this process, but it is always the responsibility of the student to comply with necessary rules and restrictions and to file any and all necessary paperwork, forms, payments, etc., in a timely and complete manner.*