

International Students who wish to transfer to Shawnee State University from another US College or University

Your application cannot be considered until all documents have been received, along with the application fee. Please send us the following items as soon as possible in order to expedite the application process. While you may send your documents through the traditional postal service, we recommend [University Express Mail Service](#) as a safe and secure method for shipping confidential and time sensitive documents. Once you begin the application process, please print the [Application Packet Checklist](#). You should keep track of your application process by checking off each item. You will have 6 months to complete your application packet from the day you fill out the online application.

- International Students who wish to transfer to SSU must fill out **both** the [Transfer application](#), AND the [International application](#). Please be sure that all information supplied is correct. Failure to fill out the applications correctly and completely will result in the dismissal of your application.
- A check or money order for the application fee in the amount of \$40.00 USD must be received before we can process your application. We cannot accept credit cards or bank transfers.
- A legible copy of your current and valid passport. We must be able to clearly see the photo, date of birth, and issue/expiration dates.
- All official secondary (high school) and, if applicable, postsecondary (college or university) transcripts or actual diploma(s). These documents must be copies of the original and in the student's native language. These documents must be accompanied by a certified English translation.
- If your first language is not English, you must provide proof of English proficiency. An official score of at least 500 (paper-based) or 60 (internet-based) on the Test of English as a Foreign Language ([TOEFL](#)), 5.5 on the International English Language Testing System ([IELTS](#)), or 4.0 on ([iTEP](#)), 80 on the Michigan English Language Assessment Battery ([MELAB](#)) or a grade of 2A on the Test in Practical English Proficiency ([EIKEN](#)). To have your scores sent directly to our university, you will need our code. Shawnee State University's code is 1790.
- Standardized test scores. We accept the ACT, SAT, TOEFL, or IELTS. To have your scores sent directly to our university, you will need our code. Shawnee State University's code is 1790.

- Proof of financial resources which are adequate to support the student for one year. If you intend to finance your education yourself, you must supply a statement from your bank showing funds equal to those required for one year. If you are being sponsored, an affidavit of support and a bank statement showing adequate funds for one year must be submitted. SSU requires, in either case, that the bank statement must show a **minimum of \$24,076 USD**. The bank statement must be a recent statement; **we cannot accept a statement that is dated more than six months before the start of your studies**. This amount covers tuition, fees, housing, meals, books and other miscellaneous expenses.
- A completed official SSU Certificate of Finance form. Please note that the certificate of finance must demonstrate that you have enough financial resources to fund your education abroad. Go to [Certificate of Finance](#) to download

International students are required to accept the cost of university health insurance or produce proof of adequate insurance while in the United States.

Deadlines

To be considered for admission, all application materials required in the application packet (see checklist) must be received by our office at least 2 months prior to the beginning of the planned enrollment term. We recommend beginning the application process 6 months before your planned enrollment term.

Applicants who wish to enroll in a Fall Semester: Fall semesters begin in late **August**. All materials required in the application packet (see checklist) must be received by our office no later than **June**. We recommend beginning the application process in February.

Applicants who wish to enroll in a Spring Semester: Spring semesters begin in early **January**. All materials required in the application packet (see checklist) must be received by our office no later than **November**. We recommend beginning the application process in July.

Applicants who wish to enroll in a Summer Semester: Summer semesters begin in late **May**. All materials required in the application packet (see checklist) must be received by our office no later than **March**. We recommend beginning the application process in November.

Any application that is incomplete after 6 months from the date of beginning the application process (i.e., filling out the on-line application) will be rendered void and dismissed.