

Intensive English Language Center (IELC) University of Nevada, Reno

UNR.EDU/IELC IELC@UNR.EDU

Information: Type or Print clearly

1) Name (as listed on Passport) _____
Last name (Family Name) First Name Middle Name

Complete Current Mailing Address (including City and Country) _____
Street Address

City Province Country Postal Code

Permanent Address (If Different Than Mailing Address) _____
Street Address

City Province Country Postal Code

Email Address _____ Telephone _____
Include Country Code and City Code

Gender Male or Female Birthdate _____
Month / Day / Year

Place of birth _____ Citizenship _____
City Country Country

2) Emergency Contact: Name _____ Relationship _____

Complete Address _____ Telephone _____
City Country Postal Code Include Country Code and City Code

4) Do you wish to apply for an F-1 Visa? (Please be aware you must apply for an F-1 visa if your primary purpose for being the U.S is study. If not, what type of Visa or permanent residency will you have?)
Yes No

3) Semester and Year you wish to start

Fall Semester Year

Fall Mid-Semester

Spring Semester

Spring Mid-Semester

Summer Semester

Summer Mid-Semester

5) Are currently attending another school in the US? (If yes, please include a photocopy of your current school's I-20, the visa page from your passport, and your I-94. No terminated SEVIS records are accepted.)
Yes No

6) Do you have family members who will accompany you? If yes, please provide additional financial documentation in the amount of \$7,000 for a spouse and \$3,000 for each child. Please list family information on a separate page. (Family Name, First Name, Relationship, Date of Birth, City and Country of Birth)
Yes No

7) How did you hear about us?

8) Did you use an Agent? If yes, please complete Agent Release Form so information can be sent.

Name _____
Company's Name _____ Agent's Email _____

9) APPLICANT'S CERTIFICATION: I certify the information provided on this application is accurate and understand that all required credentials must be directly submitted before an admission decision is made. I fully understand that all application materials are not returnable and cannot be reproduced. I authorize IELC to release my academic information to my parent or guardian/sponsor. Furthermore, I agree to abide by the rules and regulations of the University of Nevada, Reno. IELC retains all rights pertaining to the admission or non-admission of an applicant. I understand that by entering the U.S. on the IELC I-20 or transferring to our school, I am showing that I intend to study at least one session at IELC. I also understand that if I transfer without attending IELC, I will be responsible for a \$500 cancellation fee. Those with accessibility needs may require assistance.

Applicant's Signature (By signing above, I understand and will abide by the information above)



IELC Financial Data Form

The Intensive English Language Center at the University of Nevada, Reno and the United States Citizenship and Immigration Services require that international students provide proof of financial support before immigration documents can be issued. Immigration documents will not be issued until this form is completed along with the required financial documentation. Please note that if you delay your anticipated start date, or are a returning student, new financial documentation will be necessary if older than one year.

Financial Statement

This financial statement certifies that I _____ will be financially responsible for
(Full Name of Parent or Sponsor)
_____ During the time he/she is enrolled at the Intensive English Language Center at
(Applicant's Full Name)

The University of Nevada, Reno. I further certify that adequate funding equivalent to the estimated annual expenses of at least \$21,815.00 is available for expenses for one academic year. The document may show less if the student is studying for less than one academic year. Please note annual expenses are subject to change. Please provide a bank statement with this form. The bank statement must have been issued within the previous 12 months of current application submission.

Name and Address of Bank: _____

_____ Date: _____

Signature of Parent or Sponsor (account holder) mm/ dd/ yyyy

Name and Address of Sponsor: _____

Sponsor's Telephone Number: _____ Email: _____

Relationship to Applicant: _____

Other Funding Source (if Applicable):

Name of Scholarship/Loan/Other: _____

Name of Administrative Officer or Faculty Member: _____

Telephone Number: _____ Email: _____



IELC Terms of Agreement

Please read through the following information and then sign and date at the bottom of the page. **By signing this document**, you are confirming that you **understand** and **agree** with each of the terms listed below.

Orientation

Attendance of a two day Orientation is required. If any part of Orientation is missed, you may be subject to a late Orientation/Testing fee of \$150.

Immunizations and Health Screening Forms

Immunization and Health Screening forms **MUST** be returned to the IELC office one month before you arrive in Reno. If you arrive in Reno without these items it may delay your enrollment in classes and you cannot participate in orientation. This will result in an additional \$150 late orientation/testing fee. You will also be responsible for arranging and paying for your own health screening and immunizations.

IELC Annual Vacation Policy

You must complete 32 weeks of IELC classes and be registered for the following semester before taking your annual summer vacation. Please note this policy when arranging vacation plans.

Health Insurance

IELC F-1 and J-1 students are required to enroll in the university medical insurance.

Housing

Students **MUST** arrange housing in advance. The IELC does not provide housing arrangements. However, On-Campus and Off-Campus housing information will be sent in your acceptance packet. If you wait until you arrive to make housing arrangements, you may experience a delay in finding accommodations.

Visa hearing date and result

If you are an F-1 student who received our Form 1-20, you agree to inform us of the date of your visa hearing as soon as you have scheduled that hearing. You also agree to let us know the result of that hearing once you have been informed of the result.

Cancellation fee

By entering the U.S. on the IELC I-20 or requesting a transfer to IELC and having your SEVIS record transferred to IELC, you are confirming that you will study at least one session at the IELC. If you transfer without attending the IELC, you will be responsible for a \$500 cancellation fee. The \$500 cancellation fee will be charged to the credit card on file unless we are asked to use a different source of payment.

Deposit

Students from certain countries may be required to pay an 8 week tuition deposit in the amount of \$1,950 as part of the application process. A list of countries whose students are currently required to make this deposit can be found at <http://www.unr.edu/ielc/apply-now/apply-to-the-ielc>

Airport pick-up

Requests for an airport pick-up must be submitted to IELC@unr.edu at least two weeks before you arrive. This courtesy is only available to students who have completed their Health Clearance and Immunization Forms.

Applicant's Name (printed)

Date (Month/Day/Year)

Applicant's Signature (I agree to the terms above, those with accessibility needs may require assistance)



IELC Shipping Request Form

Please complete this form to indicate how you would like to receive your acceptance letter and I-20, or other documents.

Information

1) Name (as listed on passport) _____
Last Name (Family Name) First Name Middle Name

2) Complete Current Mailing Address _____
Street Address

City Province Country Postal Code

Telephone: _____

3) Please mail the following documents to the shipping address above:

I-20 and Acceptance Letter

Other: _____

Shipping Method (Check One)

Regular Mail or AirMail

Hold for Pick up

(IELC will ship Regular Mail or AirMail at no additional cost, Name of Person picking up _____
No shipping number will be provided)

Phone Number _____ Email _____

Express Mail

Express Mail Instructions

1. Create an account at <https://study.eshipglobal.com>. An activation email will be sent to you to complete the account activation. (Do not go directly through DHL, UPS or FedEx.)
2. Select "University of Nevada, Reno" as the university and "Intensive English Language Center" as the department.
3. Enter your mailing address.
4. Enter your payment information.
5. Place your order. You will be sent an email that includes the tracking number and order details of your shipment.
6. Email IELC@unr.edu to let us know that you have paid your express mail fee.

If you experience any difficulty in registering and processing the shipment, please use the "Help" link on the site for step-by-step instructions. If you have any additional questions about how to use this service, please email support@eShipGlobal.com.

By signing below, I authorize UNR's Intensive English Language Center (IELC) to mail my documents to the above mentioned shipping address. If I have selected to have my documents sent via express mail, I authorize IELC to use the information I have entered on the University express Mail Services eShipGlobal website. I will be responsible for any fees incurred if the credit card transaction is declined. Those with accessibility needs may require assistance.

Applicant's Signature (By signing above, I understand and will abide by the information above)

Date (Month/Day/Year)

How to Apply



Intensive English Language Center

Conditional Undergraduate Admission

If you wish to study English as a Second Language at the University of Nevada, Reno you must meet the following admission criteria and complete steps 3-9:

1. Are at least 16 years of age (if under the age of 16 please contact our office for special circumstances and/or programs)
2. Be a Non-native English speaker
3. Complete the application. Make sure to complete all items, including signatures.
4. Enclose the \$75 non-refundable application fee. Please make the check payable to "Board of Regents", or you may fill out the credit card information in the Credit Card Authorization box.
5. Please enclose a copy of the biographical page of your passport. If not available, please explain:

6. Read, understand and sign the IELC "Terms of Agreement."
7. Complete and return the IELC Shipping Request form.
8. F and J VISA APPLICANTS: Complete the IELC Financial Data Form, accompanied by a bank document showing a minimum of \$29,734.00* for your expenses for one academic year (including summer session for students who are required to take it). Please see the IELC Financial Data Form for details. (*This amount is subject to change without notice.)
9. Prospective graduate students with an iBT TOEFL score of 70, please check the box below to apply for our Graduate Intensive English Level. Please provide a copy of your English proficiency test score with your application. Official test results are required before beginning our program. Our Pre-graduate Level is available for students who have a score under 70 iBT. Graduate level classes might not be offered every semester.

Yes, I would like to apply to the Graduate Intensive English Level

TOEFL SCORE: _____ Date Taken: _____

Please mail or email documents to:

Intensive English Language Center

220 Edmund J. Cain Hall, Mail Stop 0148 University of Nevada, Reno

Reno, Nevada 89557 USA IELC@unr.edu

Conditional Admission to the University of Nevada, Reno means that you will be admitted to the University of Nevada, Reno at the undergraduate level after you successfully complete the Intensive English program or achieve the required test score. (A TOEFL Score is not required for undergraduate Conditional Admission.) You do not need to apply for Conditional Admission to attend the Intensive English Language Center.

If you wish to apply for Conditional Admission at the University of Nevada, Reno you must complete steps 1-7:

1. Complete the International Student Application: www.unr.edu/ielc/admission
2. Enclose the non-refundable \$155 application fee for IELC and conditional admission. Please make the check payable to "Board of Regents", or you may fill out the credit card information in the Credit Card Authorization box.
3. Please enclose a copy of the biographical page of your passport. If not available, please explain:

4. Official transcripts containing a proper signature, date and the institutional seal must be mailed directly from the school or college issuing the transcripts in an envelope that has been closed and sealed by the school. Please provide official high school (secondary school) transcripts showing all years attended and graduation or equivalent, and college or university transcripts from all institutions if attended and graduation certificate. Transcripts are required whether or not credits will be transferred. Transcripts in any language other than English must be accompanied by a certified English translation containing the proper signatures, dates, and institutional seals to be official.
5. Complete the Academic Financial Data Form: www.unr.edu/ielc/forms. Submit the form accompanied by a bank document showing the minimum expenses required for one academic year. Please see the Financial Data Form for details.
6. Read, understand and sign the IELC "Terms of Agreement."
7. Complete and return the IELC Shipping Request form.

Intensive English Language Center (IELC)

University of Nevada Reno

unr.edu/ielc

ielc@unr.edu



IELC PROGRAM COSTS: All fees are approximate in U.S. dollars and subject to change. All tuition and fees are due on the 1st day of class at the Intensive English Language Center.

Expenses	2020 Spring Semester No Classes: 1/20, 2/17 and 3/16 – 3/22		2020 Summer Semester No Classes: 7/4		2020 Fall Semester No Classes: 9/7, 10/30, 11/11, 11/23 and 11/27	
	<u>Full Semester</u> January 16 - May 8	<u>Mid-Semester</u> March 19 - May 8	<u>Full Semester</u> June 4 - August 13	<u>Mid-Semester</u> July 9 - August 13	<u>Full Semester</u> August 20 - December 11	<u>Mid-Semester</u> October 15 - December 11
Tuition* ♦	\$4,500	\$2,250	\$3,200	\$1,600	\$4,500	\$2,250
Health Center Fee	93	93	93	93	93	93
Medical Insurance ♦	767	767	417	417	850	850
Int'l Student Fee	145	145	145	145	145	145
Fitness Center Fee	45	45	45	45	45	45
Housing ♦	2,900	1,632	1,255	651	3,304	1,722
Meals ♦	2,350	1,362	1,512	735	2,730	1,417
Books & Supplies ■	200	200	200	200	200	200
TOTAL	\$11,000	\$6,494	\$6,867	\$3,886	\$11,867	\$6,722

♦ MOST DORMS OPEN - Spring semester: 1/19/2020- Fall semester: 8/20/20 - Early arrivals may be available for an additional cost.

Dormitory housing, meals and health insurance rates are estimates, pending Board of Regents approval and are subject to change.

Housing is based on double/triple occupancy dormitory room. Visit the Residential Life & Housing website: unr.edu/housing for exact dormitory fees for each semester.

♦ Meal cost estimate is based on Meal Plan C (12 meals per week + additional FoodBucks).

♦ Students studying in BOTH spring and summer semesters MUST pay the health insurance fee for both semesters in the SPRING.

♦ Tuition and fees are non-refundable. A portion of the tuition is used for student activities including: field trips, coffee hours and parties.

*Mid-semester entry is not available for the Graduate level.

■ Books and supplies costs are estimates and not collected by the IELC. Actual cost will depend on class/level placement and requirements.

Classes are 20 hours a week, Monday-Friday. Classes include: Reading/Writing, Listening/Speaking and Integrated Skills.

Credit Card Authorization For Application Fee and/or Cancellation Fee

\$75 IELC Application Fee

\$170 IELC & Conditional Undergraduate Application and Admission Fee

Visa

MasterCard

American Express

Discover Credit Card # _____

Expiration Date: _____ CVC# _____

Signature: _____