Use this checklist as an aid to ensure that you have completed all necessary steps before submitting your application. Check the boxes in the section that pertains to you as you complete each item. Your application is complete when all boxes in your section are checked.

### Section A
**International Student - First Time College**

- **Completed Online Application:** Applytexas.org
- **$60 application fee**
- **Transcripts:** official or certified copy of transcripts from all secondary schools. Transcripts must show grades, courses taken, and be in English (or translated to English).
- **Passport copy** (name, date of birth, expiration date)
- **Original Affidavit of Support**
- **Original bank statement** from sponsor, showing a minimum of $35,000 in the bank account.
- **English proficiency (one of the following):**
  - TOEFL score (**UHD school code 6922**):
    - 80 – internet-based (IBT)
    - 213 – computer-based (CBT)
    - 550 – paper-based (PBT)
  - IELTS score: 6.5
  - Passed level 7 of UHD English Language institute.
- **SAT/ACT Score (**UHD school code 6922**):
  - SAT: collegeboard.org
  - ACT: actstudent.org

### Section B
**International Student - Transfer**
*(From a university/college in the United States)*

- **Completed Online Application:** Applytexas.org
- **$60 application fee**
- **Transcripts:** official transcripts from all secondary schools, colleges, or universities attended in the United States. If you attended a college or university outside the United States, your transcripts must be evaluated by a **credential evaluation service** recognized by UHD prior to applying for admissions to the university.
- **Original Affidavit of Support**
- **Original bank statement** from sponsor, showing a minimum of $35,000 in the bank account.
- **English proficiency (one of the following):**
  - TOEFL score (**UHD school code 6922**):
    - 80 – internet-based (IBT)
    - 213 – computer-based (CBT)
    - 550 – paper-based (PBT)
  - IELTS score: 6.5
  - Passed level 7 of UHD ELI
  - Completed 12+ credits (include Comp 1&2)
- **Passport copy** (name, date of birth, expiration date)
- **F-1 visa copy**
- **I-20 copy** (front and back)
- **I-94 copy**
- **Foreign Student Advisor’s Report**
$60 Application Fee (non-refundable, valid for one academic year only)
Please type/print legibly and complete all questions to avoid delay in processing your application.

Semester you plan to attend (select one):

ACADEMIC STUDY

Fall 20___  SPRING 20___  Summer I 20___  Summer II 20___
Summer 9 WEEK 20___

Are you transferring from another institution? Yes  No
Name of Institution: ________________________________

Full Legal Name (please type or print legibly)
Last: ____________________  First: ____________________  Middle: ____________________
Maiden Name: ____________________  Previous Last Name: ____________________

Student’s Address (Home Address)
Number/street/apt: ____________________  City: ____________________
State: ____________________  Zip Code: ____________________  Country: ____________________

Telephone
Area Code: ____________________  (Home): ____________________
Email Address (required): ____________________

Gender and ethnicity are required by the U.S. Department of Health, Education and Welfare under the provisions of Title VI of the Civil Rights Act and may not be used for discriminatory purposes.

Residency Status  Country of Birth: ____________________  Citizenship: ____________________

Date of Birth  Sex/Gender:
Month: ______  Day: ______  Year: ______  □ Female  □ Male

Check the visa status you currently hold or intend to apply for:  □ F-1 visa  □ F-2 visa

Native Language: ____________________
Emergency Contact Information:
Last Name       First Name       Middle
Relationship:  □ Spouse  □ Guardian  □ Parent  □ Other
Address
Number/Street/Apt. #  City
State  Zip Code  Country
Telephone
Area code  (Home)  Area code  (Work)

High School Information
Name and address of high school attended (please type or print legibly):
Name of School  City  State  Country  Month/Year Graduated

College/University Information
List all colleges or universities you have attended whether or not credit was earned. You must submit official transcripts (in sealed envelope) and a Foreign Advisor Transfer Form for each university listed. (List attendance at each University of Houston campus separately.) Attach a sheet if additional space is required.
Name of School  City  State  From(mm/yy)  To(mm/yy)  Degree/Hours

Academic Status:  □ Currently on probation  □ Currently on suspension  □ Neither
Are you eligible to return to the college/university you last attended?  □ Yes  □ No

Initial Study (check whichever applies to you):

□ Academic study only:  ACADEMIC  MAJOR  FIELD  OF  STUDY
You are required to provide a TOEFL score if you check this box. Please list the date you took or will take the TOEFL: month________year________. Please request to have your score sent to us. Our Institutional code is 6922.

Enrollment Status (check one):
□ 1. First-time college student
□ 2. Transfer student from another college
□ 3. Transient only
Academic Objective (check one):
□ 1. Degree from UH-Downtown
□ 2. Degree from another college
□ 3. Intensive English Only
Certification: I hereby agree to abide by all rules and regulations of the University of Houston-Downtown if accepted as a student. I certify this information is true and correct. I understand that misrepresentation, omission of information, or failure to submit transcripts from all colleges and/or universities will be cause for denial of admission or dismissal and loss of semester credit hours if I have already registered for classes.
Signature: ___________________________  Date: ___________________
International students on a student visa must have a financial sponsor. This sponsor must assume full financial responsibility for the student's education, a minimum of $35,000.00 per year. (This amount is subject to change without notification.)

This Affidavit of Support and an attached original bank letter attesting to a minimum of $35,000.00 on deposit must be completed and on file with the university prior to the release of the Form I-20 AB.

Please print or type all information.

Oath of Affirmation of Deponent

I swear that the information provided in this Affidavit of Support is true and correct and that I will provide and assume full financial responsibility for the support of ________________________________

Student's Name

for as long as the student attends the University of Houston-Downtown.

I, ________________________________, residing at ________________________________

Sponsor Last Name Sponsor First Name Sponsor Address

City State Country Postal Code Telephone

am a citizen of ________________________________

Sponsor country of citizenship

__________________________  ___________________________

Sponsor’s Signature  Date

Sponsors who are citizens or permanent residents of the United States must complete the following:

I am a citizen through:  D birth  D parents/marriage  D naturalization (certificate number: ____________________)

If you are a lawfully admitted Permanent Resident of the US (green card holder), please give your Alien Registration Number: ____________________

Estimated expenses for one academic year at the University of Houston-Downtown:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition/Fees (12 credit hours)</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>Room and board (12 months)</td>
<td>$15,650.00</td>
</tr>
<tr>
<td>Other*</td>
<td>$4,350.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$35,000.00</td>
</tr>
</tbody>
</table>

* Includes books, transportation, health insurance and incidental expenses.

** This amount includes living expenses for 12 months. If attending summer school, add $4,500.00 for summer tuition.
In order to protect your privacy, the Office of International Admissions requires that you give us the name of any person(s) who may access information concerning the status of your application and/or admission to the University of Houston-Downtown.

If you wish to designate someone to have access to your application information, please complete the following:

I, __________________________________________, give __________________________________________ permission to request information concerning the status of my application and/or admission to the University of Houston-Downtown upon request of the named person. I understand that the named person must present picture identification when requesting information in person or, if requesting information by telephone must be able to provide my full name, date of birth and complete address.

______________________________________________    ________________
Signature of applicant                        Date
Please read the following statements carefully. You must agree to each statement before being considered for admission.

I understand and agree that:

1. If English is not my native language, I must take the Test of English as a Foreign Language (TOEFL) in order to qualify for admission in the academic program.
2. I will take the placement exams administered by the university to place me at the appropriate level of English, Reading, and Mathematics.
3. I must make my own arrangements for housing.
4. I must pay the required fee for medical/hospitalization insurance for international students unless I have proof of a current valid policy indicating minimum coverage of $50,000 US dollars, including repatriation and medical evacuation insurance.
5. I have read and understood all admissions procedures. I understand that all documents and materials relating to my admission should be forwarded to the Office of International Admissions. I also understand that the $60 application fee is non-refundable and that my application will not be processed without the fee.
6. I must give written permission to the University of Houston-Downtown for anyone other than myself to request information about the status of my application and/or admission.
7. My original application, fee and materials are valid for one year. After that year has passed, if I wish to update my application, I must re-apply and pay an additional $60 application fee.

Non-immigrant students on an F-1 visa must also agree to the following:

I understand and agree that:

1. I accept immigration restrictions, which prohibit all off-campus employment and require completion of a full course of study (12 semester credit hours) each fall and spring semester.
2. I must be in Houston on or before the date specified on the I-20 form. If I cannot arrive on time, I must request that my application be considered for a subsequent semester.
3. I must return the old I-20 form to the University of Houston-Downtown before a new I-20 can be issued and/or if I decide not to enroll at the University of Houston-Downtown.