

Dear International Applicant,

The following packet is provided to give you, the international student, some of the basic information that you will need to make the transition to living in the United States. It will also guide you through the often-confusing immigration regulations and let you know about resources that are available to you. Please save this information booklet so that you can refer back to it later. The Admissions Coordinator and the Designated School Officials (DSOs) are the main sources of information for international students. They will help you maintain your legal student status while accomplishing your goals at Daoist Traditions.

While you are in the United States as a student, you are subject to all the laws and regulations that govern U.S. citizens. In addition, you are subject to immigration laws and regulations that define and limit your activities as a student. Please be advised that it is your responsibility to understand the international laws and regulations.

The College strongly encourages prospective students to visit its campus. The Admissions Coordinator will be happy to meet with you, give you a campus tour, and arrange for you to observe classes. The Admissions Office can be contacted at 828-225-3993 (within North America) or by email at admissions@daoisttraditions.com.

A few important points:

1. You must check in with the Admissions Coordinator within 30 days of your arrival in the U.S.
2. You need to enter the U.S. as a student with an F-1 visa. Do not enter as a tourist. It is illegal to attend school in tourist status, and changing visa status takes several months or more.
3. You must work with the Admissions Office in your dealings with the U.S. Dept. of Homeland Security. We must keep your address, registration and other information updated in the Student and Exchange Visitor Information System (SEVIS).
4. You must get the signature of an authorized Designated School Official (DSO) on your I-20 form each time you leave the country. This allows you to re-enter the country without problems. The College President and the Administrative Director are the DSOs at Daoist Traditions.
5. Students will need \$40,000 to attend the College for the 2011-2012 school year. This figure includes all tuition, fees and funds for books, living expenses, and health insurance. Students who bring dependents need to document an additional \$7,000 for a spouse and \$4,000 for each dependent child.
6. For admission of international students, Daoist Traditions requires minimum TOEFL scores of 550 (paper-based test) or 213 (computer-based test) or 85 (internet-based test). TSE score of 40 is acceptable. Students who hold a degree from a United States university or in a country in which English is the language of instruction may not be required to take the TOEFL.
7. Due to the time-consuming process of documenting TOEFL scores and financial support, creating I-20 forms and obtaining a visa, international applications take longer. Thus, we only accept international students in the fall semester and **cannot accept applications after May 1**.
8. Mail all required documents at one time. A completed package will speed the evaluation process. If TOEFL/TSE scores or transcripts are delayed, tell us the approximate date when we can expect to receive the official documents. Be sure to allow time for mailing and processing.

I. IMMIGRATION LAW AND REGULATIONS

A. Information You Need to Know

International students are subject to a number of special regulations and are eligible to receive certain benefits under U.S. immigration law. Please read the following information carefully, and be sure that you always have the latest information, especially when you travel in and out of the United States.

Always report changes of address and other matters to the College in a timely manner. Failure to do so can result in loss of legal status and loss of eligibility for student benefits. Please contact the Admission Coordinator or a designated school official (DSO) whenever you have questions or need assistance.

B. SEVIS

The Student and Exchange Visitor Information System (SEVIS) is an electronic tracking system whereby information on all international students and exchange visitors is collected by the U.S. Dept. of Homeland Security and maintained by school officials.

C. Your Immigration Status

This information packet focuses on the F-1 student visa classification. The F-1 student visa is issued by a United States consular officer upon receipt of an I-20 Form issued by the college. The I-20 Form certifies that the student has been admitted to the College and is qualified to carry out a program of study. An F-1 student is defined in immigration law as “an alien having a residence in a foreign country which he/she has no intention of abandoning, who is a bona fide student qualified to pursue a full course of study and who seeks to enter a course of study” at an academic institution approved for international students. In order to maintain F-1 status, the student must continue to attend that school, carry a full program of study and make normal progress toward a degree or the completion of an educational objective. A spouse or child accompanying an F-1 student is designated F-2.

D. Passport

Your passport is the basic travel document issued by your home country to identify you as a citizen or national of that country and which permits you to return to your country. For purposes of U.S. immigration law, your passport must be valid for six months beyond

the period of your approved stay in the United States. Many countries have agreements with the U.S. providing that their passports are actually valid for six months beyond the date indicated in the passport. In those cases, the approved stay can be valid up to the expiration date in the passport. When your passport needs to be extended, contact your home country consulate to apply for a new one. The College can provide you with a letter stating that you are a registered student.

E. Visa and SEVIS Fee

Your U.S. visa is the stamp placed on a page of your passport by a U.S. consular officer. The visa stamp, if presented with supporting documents (Form I-20 and financial documentation), gives you permission to apply for entry to the United States. It is not to be confused with your permission to remain in the U.S., and, in fact, it has no relation to the period of time you are approved to stay. F-1 students are admitted to the United States for a period of time that has no relationship to the validity of the visa. The visa must be valid at the time of entry to the United States; it need not be valid for you to remain in the United States. Canadian citizens do not need to apply for a visa at a U.S. consulate. For information on visa application requirements and procedures at U.S. consulates around the world, see travel.state.gov/visa.

SEVIS Fee: Any student applying for a visa with an I-20 dated Sept. 1, 2004, or later must pay the I-901 SEVIS fee of \$200 before applying for a visa and must present proof of the payment at the time of visa application. Canadian students, who do not need to apply for a visa, must pay the SEVIS fee before entering the United States and must present proof of payment at the U.S. port of entry. For information on paying this fee, see the “Sevis Fee Fact Sheet” at www.FMJfee.com.

F. Form I-94: Permission to Stay in U.S.

Your permission to stay in the United States is indicated on your Form I-94 Departure Record, the small white paper that is usually stapled inside your passport and that was completed by you and an immigration officer when you entered the United States. The Form I-94 indicates the date and port of entry to the U.S., your immigration classification (e.g., F-1) and the date until which you are allowed to remain in the country.

If you are an F-1 student, the expiration date of your Form I-94 will be "D/S." This stands for "duration of status." It means that your permission to remain in the U.S. in F-1 student status is valid for an indefinite period, as long as you have a valid I-20 and continue as a full-time student. Once you complete your studies, you have 60 days in which to depart the U.S. or apply for a change of status. See *Duration of Status below*.

G. Form I-20

The Form I-20 is issued by the Admissions Office of a school after a student has met all requirements for admission, including documentation of financial support. It will be mailed to the student after he/she has paid the acceptance fee and submitted complete financial documentation. When an F-1 student enters the U.S. for the first time, an immigration officer at the port of entry will examine the student's Form I-20. The inspecting officer should stamp the first sheet of the form, enter the necessary data into the electronic Student and Exchange Visitor Information System (SEVIS), and return the stamped I-20 to the student. This form along with the I-94 is a student's primary document showing legal status and should be kept with the passport in a safe place. The Form I-20 is also used for re-entering the United States after a brief visit outside the United States.

You may use your I-20 to apply for an F-1 visa stamp and to enter the United States up to 30 days before the expected date of arrival. See *How to Apply for an F-1 Visa on page 10*. If you are delayed and must enter after the date, you may request a letter authorizing a later entry from the DSO. If you do not complete your studies on time and wish to continue as a full-time student, you must request a new I-20 for extension of your F-1 stay from the DSO **before** the completion date passes.

H. SEVIS Number and Admission Number

Your SEVIS number is the 11-digit combination of letters and numbers that appears in the top right-hand corner of your I-20. This will be your permanent identifying number in SEVIS. Write it on the U.S. visa page of your passport so you will have a permanent record of it.

Your admission/departure number is the 11-digit number printed on your original I-94. Before SEVIS was instituted in July 2002, this was the

student's permanent identifying number. Many immigration forms still request it, but please check with a DSO when filling out forms to determine which number (SEVIS or I-94) you should use in any particular situation. Do not confuse your SEVIS and I-94 numbers with your Social Security number or other numbers issued to you. The SEVIS and I-94 numbers are used only by immigration officials for identification of F-1 students.

I. Transfer from another School

If you are coming directly to Daoist Traditions from another U.S. institution, you will need to follow these transfer procedures:

- Inform the international student advisor at your current school that you will be transferring to Daoist Traditions, so that he/she can release you in SEVIS, once you have completed your studies at that school.
- Obtain a new I-20 from Daoist Traditions.
- Check in with a DSO at Daoist Traditions as soon as you arrive on campus.

If you leave the U.S. before coming to Daoist Traditions, you must re-enter the United States using your new I-20 issued by Daoist Traditions. If you still have a valid F-1 visa stamp, you will not have to apply for a new visa at a U.S. Consulate. Re-entry with the Daoist Traditions I-20 will complete your transfer procedure.

J. Program of Study Requirements

F-1 students are required by immigration regulations to be enrolled in a full-time course of study each semester and to make normal progress toward a degree or other academic objective.

K. Change of Address

Students entering the country provide a U.S. address on the I-94 they complete and submit at the port of entry. Any subsequent change of address must be reported to SEVIS *within 10 days of your move*. It is very important that you inform the Admissions Office immediately if you change your address so that SEVIS can be updated.

II. STATUS DURATION AND MAINTENANCE

A. Duration of Status

F-1 students and their F-2 dependents are admitted to the U.S. for "duration of status." This is indicated on Form I-94 and Form I-20 as D/S. Duration of status means the period of time during which an F-1 student is pursuing a full-time course of study plus a grace period of 60 days to leave the U.S. or seek a change of status. Students who formally withdraw before completing their academic program have a grace period of 14 days. Students who drop out of school or otherwise fail to maintain status have no grace period.

B. Maintenance of F-1 Status

To maintain status as an F-1 student, you must carry a full-time course load each fall and spring semester. The DSO must certify in SEVIS the full-time registration of each F-1 student within 30 days of the beginning of each semester. The records of students who are not certified as full-time will be terminated by the SEVIS system and these students will be considered out of status by the immigration service.

You must keep your passport valid for at least six months into the future. Your passport must be extended or renewed by your home government. If your passport is going to expire

in less than 6 months, contact your home country's local embassy or consulate to find out how to renew. For a list foreign consular offices in the U.S., visit www.embassy.org.

You must keep your I-20 valid at all times. Check the "Completion of Studies Date" on your I-20. If your I-20 expires soon, contact our Admissions Coordinator.

Daoist Traditions requires that all F-1 students maintain adequate health care insurance. This is to protect you from the unexpected costs of an accident or illness.

You must not work without authorization. An F-1 student may accept employment on campus. See *Employment in Section 3 below*.

If you plan to travel outside the U.S., you must contact our Admissions Office at least 3 weeks prior to your departure date to get your I-20 and other travel documents checked and signed by a DSO to authorize the travel.

You must report any changes to your contact information to the Admissions Office. Any change of address from what is recorded on the I-94 must be reported to SEVIS within 10 days of your move.

III. OTHER USEFUL INFORMATION

A. Financial Aid

A student must be a citizen or eligible non-citizen to receive U.S. Title IV federal student aid. The Financial Aid Administrator can help a student determine if he/she qualifies as an eligible non-citizen. If a student is not a US citizen or US national, he/she must have one of the following immigration statuses in order to qualify for federal student aid payments:

US permanent resident who has an I-151, or I-551C Resident Alien Card; An Arrival-Departure Record (I-94) stamped "Refugee", "Asylum Granted", "Indefinite Parole", "Humanitarian Parole", "Cuban-Haitian Entrant", or "Conditional Entrant".

In addition to the required documents for all international students, students who claim to meet the requirements for Title IV assistance must provide documentation of proof of eligibility. Please see the Financial Aid Administrator for details on financial aid requirements and deadlines.

Canadian students may be able to use the Canadian education loan programs to fund their education at Daoist Traditions. For further information, contact the relevant Canadian agencies or visit internationalstudentloan.com.

If you are on a scholarship from your home country, you must mail us an official letter in the name of Daoist Traditions with your name, date(s) of scholarship coverage, expiration of your scholarship, and billing address.

B. Health Insurance

Daoist Traditions requires all F-1 students to have medical insurance of some kind. Health care in the United States is very expensive, and an uninsured illness or accident can result in enormous debt and/or inadequate care. Students must provide proof that they are insured each semester. Visit:

www.isoa.org
www.hthstudents.com
www.lewer.com
www.icsweb.org

C. Driver's License and ID Cards

It is important to carry some form of personal identification with you at all times. Proper identification should include your photograph, name, current address and date of birth. You will

be asked for this type of identification when you write checks, open a bank account, use credit cards, etc. It is best not to carry your passport as your main identification, as it could be lost or stolen.

The Department of Motor Vehicles (DMV) offers two types of identification: an Identification Card and a North Carolina Driver's license (if you are planning to drive during your studies). To apply for either, you must bring your passport, I-94 card and Form I-20 to the nearest DMV. For a complete list of required documents, visit www.ncdot.org/dmv/driver_services.

Either a Social Security number or a letter from the Social Security office indicating that you have been denied a Social Security number is required when you apply for a North Carolina identification card or driver's license. If you are not eligible for a Social Security number (are not employed) but need a denial letter, you should go to the Social Security office, complete an application for a number, and, when the clerk tells you that you are not eligible, request a denial letter.

D. Social Security Card

F-1 students are eligible to apply for a Social Security card if they are authorized for employment. If the student is not eligible for employment, you may still apply for a Social Security card if:

- A federal law requires you to provide your Social Security number to get a particular benefit or service; or
- A state or local law requires you to provide your Social Security number to get general assistance benefits that you already have qualified for.

Because the Social Security office must verify your student status with immigration, it is recommended that you wait until at least two weeks after you enter the United States to apply for a Social Security number so that the necessary information about your entry will be available to Social Security. If it is not, the assignment of your number will be delayed by several weeks.

Your Social Security card will probably carry the notation "Not Valid for Employment." The notation means only that the Social Security card itself does not give you permission to be employed. Employment permission or authorization must come from other sources.

E. Federal and State Income Tax

An international student who has any income from a source in the U.S. (including on-campus employment) must file tax returns with the U.S. federal government and the state of North Carolina. Income tax forms must be filed by April 15 of the following year. For example, for the 2011 tax year, you must file by April 15, 2012. All students, whether or not they have a U.S. source of income, should file form 8843 with the U.S. tax department to certify their nonresident tax status.

The Admissions Office can help you with where to obtain forms and where to obtain tax assistance. This office can also provide information on completing the W-4, a form that must be completed before you begin employment and which determines the amount of tax to be withheld from your salary. You will need a Social Security number for employment and to file a tax form.

F. Employment

You must not work without authorization. F-1 students may be granted permission to accept employment on or off campus in the following ways: (a) On-campus, including work/study (b) Employment based on economic hardship (c) Curricular practical training (d) Optional practical training.

In all of these cases, students may not work more than 20 hours per week while school is in session. You may be employed full-time during holidays and vacation periods provided that you intend to register for the following semester.

a. On-Campus: Daoist Traditions does not participate in on-campus work/study programs. Other non-work/study on-campus employment is limited. Permission from USCIS is not required for on-campus employment. Working off-campus without authorization from Immigration is a serious violation of your student Visa status and could put you at risk for deportation.

b. Employment Based on Economic Hardship: Work authorization is available to students who suffer severe financial hardship caused by unforeseen circumstances beyond the student's control. These circumstances may include loss of financial aid or on-campus employment without fault on the part of the student; substantial fluctuations in the value of currency or exchange rate; unexpected changes in the financial condition of the student's source of support; medical bills; or other substantial and unexpected expenses.

To be eligible, you must have been in F-1 status for two full semesters in good academic standing, must demonstrate that the employment will not interfere with carrying a full course of study, and must demonstrate that the employment is necessary to avoid severe economic hardship due to unforeseen circumstances beyond your control.

Procedure: To apply, you must fill out Form I-765 and submit supporting documentation and an application fee. This form is available at www.uscis.gov and the DSO will provide you with the required certification.

c. Curricular Practical Training: Curricular Practical Training (CPT) is defined as "alternate work/study, internship, cooperative education or any other type of required internship or practicum which is offered by sponsoring employers through cooperative agreements with the school." Daoist Traditions does not require any employment as part of its training.

d. Optional Practical Training: You may also apply for authorization to accept employment for Optional Practical Training (OPT) directly related to your major area of study. The difference between this and CPT is that OPT is neither a required nor an integral part of your course of study. F-1 students who have completed two semesters of full-time study are eligible for 12 months of OPT (unless they have completed 12 months of full-time CPT). The 12 months can be used at various times during the student's stay, including during vacation periods, part-time while school is in session, or after the completion of the course of studies. All OPT must be completed within a 14-month period following completion of studies. USCIS permission is required for OPT.

IV. ARRIVAL INFORMATION

A. Travel to Asheville

The nearest international airport is Charlotte/Douglas International Airport located 94 miles from Asheville. Other international airports include Greenville/Spartanburg International Airport (1 hour from Asheville) and Piedmont Triad International Airport (3 hours from Asheville) and Hartsfield/Jackson Atlanta International Airport (4 hours from Asheville). Many major airlines have flights to the Asheville Regional Airport, located only 20 minutes from the Daoist Traditions campus.

You can travel by bus to Asheville. Visit www.greyhound.com for schedule.

B. Housing

Daoist Traditions does not have housing for students. It is the student's responsibility to find housing. The college is located near downtown and bus lines and is within walking distance to many apartment/housing possibilities.

The average cost of an off-campus house share or apartment is around \$500/month, plus utilities. Students are advised not to commit to any housing arrangement before arriving in Asheville and checking the condition and location, meeting potential roommates, etc. The Admissions Coordinator can provide you with a list of sources for housing options.

C. Temporary Accommodations in Asheville

Asheville has many hotels and motels. Visit www.exploreasheville.com for listing. You may also try Sweet Peas Hostel in downtown Asheville (www.sweetpeashostel.com) or Bon Paul and Sharky's Hostel (www.bonpaulandsharkys.com).

D. How Much Money Should You Bring?

You will need enough money to get to Asheville from the airport or wherever your transportation out of your home country ends, as well as funds for temporary housing and food while you are looking for permanent housing. Once you find a room or apartment, you will probably have to pay two months' rent in advance plus a deposit, possibly a total of \$1,200 or more.

You may also have to pay deposits for utilities (telephone, gas and electricity). You will need to purchase textbooks, which can be quite expensive, and you will probably have to purchase items such as bed linens, lamps, possibly cooking utensils and furniture. Unless you have paid your first-semester tuition in advance and unless you already have health insurance, you will need funds to cover these as well. We would therefore recommend that you have a minimum of \$8,500 available to you upon your arrival. This amount will cover only initial expenses. You will need additional funds of \$1,200 or more per month for living expenses. Do not carry large amounts of cash! You should bring most of your funds in the form of traveler's checks or certified bank checks.

For general information about traveling to and living in the United States see the U.S. Dept. of State's webpage, www.educationusa.state.gov.

For information on Asheville, visit www.exploreasheville.com and www.ashevillechamber.org.

V. TRAVEL OUTSIDE THE U.S.

A. Documents Needed for Re-entry

The documents you need for re-entry to the United States after a temporary absence are a valid passport, an unexpired visa stamp in your passport, a recently endorsed I-20 and financial documentation. (Canadian citizens are currently exempt from the visa requirement.) The following paragraphs explain what to do about your Form I-20 and visa.

B. Form I-20

Before traveling out of the United States, bring your I-20, along with your I-94 and your passport, to the Admissions Office. If you are maintaining status and if there have been no substantial changes in the information on page one of your I-20, the DSO will endorse page three of the form. You may be refused readmission to the United States if it is missing. Although the form states that an endorsement is valid for a period of one year, it is best to have your I-20 endorsed each time you leave the United States.

If there have been substantial changes in the information on your I-20, or if you have lost it, the DSO will issue you a new I-20 for your re-entry into the United States. A new bank statement with proof of financial support will be required for a new I-20.

C. Visa

Your United States visa stamped on a page in your passport must be valid for multiple entries and must not have expired (see below for exceptions). If your present visa meets the above requirements, you may use it and your recently endorsed I-20 for re-entry, and you need not visit a consular office outside the United States.

If your present visa has expired or if you have used up the number of entries stated on the visa, you must apply to a U.S. consular office abroad for a new or revalidated visa. You cannot do this in the United States.

D. Automatic Revalidation of Visa

For brief trips to Canada, Mexico or Caribbean islands other than Cuba, your expired visa may be considered automatically revalidated for your re-entry if:

- You go only to Canada, Mexico or Caribbean islands other than Cuba for a period of not more than 30 days; and
- You re-enter the United States for the purpose of continuing your studies at the same school during the time your stay is valid (you must have Form I-94 and a recently endorsed Form I-20 to show this), and you do not have the notation 212 (d) (3) (A) on your visa or Form I-94.

**Remember! Before traveling out of the United States:
Bring your I-20, along with your I-94 and your passport, to the Admissions Office for
endorsement.
You may be refused readmission to the U.S. without it!**

VI. INFORMATION REPORTING AND CONFIDENTIALITY

A. Daoist Traditions' Obligations

Immigration law requires the College to electronically report several items of information about each F-1 student when it issues an I-20, and to update this information in SEVIS as changes occur. Failure to maintain these records can cause the College to lose its privilege of accepting international students and can result in students' loss of legal status.

The required information is:

1. Name
2. Immigration status
3. Current street address (U.S.)
4. Date and place of birth
5. Country of citizenship
6. Address in home country
7. Date of commencement of studies
8. Degree program and field of study
9. Termination date and reason
10. Enrollment status
11. Whether the student has requested or been certified for practical training and dates
12. Disciplinary action taken against the student as the result of conviction of a crime

B. Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) protects the privacy of students by prohibiting the College from releasing information other than directory information (name, address and similar information) to outside agencies unless the student expressly authorizes the release of such information. The Immigration and Naturalization Service (INS) takes the position that the statement on page one of Form I-20 authorizing the release of information to them, which is signed by each F-1 student, constitutes an express authorization by each F-1 student for the school to release information to SEVIS.

C. Information We Will and Will Not Release to the INS

We will comply with the regulations and will provide SEVIS with the information listed above about any F-1 student to whom we have issued Form I-20, as required by the regulations. We will not report on any other matters having to do with the student, and we will not report on matters about which we may have personal information but which are not in the records and files of the College.

How to apply for an F1 visa

1) Receive Acceptance to Daoist Traditions - Once admitted to Daoist Traditions, the College will issue an acceptance letter and I-20. Please contact your local US Embassy for a visa appointment for your student F-1 visa and for instructions on how to prepare for the visa interview. Once your student F-1 visa is granted by the US Embassy, you can arrange your flight, begin the search for housing, and start packing!

2) Receive the I-20 form endorsed by DSO - DSO stands for "designated school official". DSO's are school and program officials who are authorized to access SEVIS for F students and issue the I-20 on behalf of the college to admitted international students. Daoist Traditions' DSOs are the College President, Mary Cissy Majebé, and Administrative Director, Rachel Nowakowski.

The I-20 Form is a United States Department of Homeland Security document issued by colleges, universities, and vocational schools that provides supporting information for the issuance of a student visa or change of status (F non-immigrant statuses). Since the introduction of the Student and Exchange Visitor Information System (SEVIS), the form also includes the student tracking number (SEVIS number) for the student and program.

Once you receive your I-20 (total of 3 pages) from Daoist Traditions, please read through it carefully. Then, date and print/sign your name on the bottom of the first page. Finally, bring all three pages of the I-20 form, along with other supportive documents outlined by the US Embassy, to your visa interview.

3) Pay the SEVIS I-901 Fee - The U.S. Government has a system known as SEVIS (the Student Exchange Visitor Information System). This system keeps track of foreign students from the moment that a school issues the I-20 form. SEVIS requires a \$200 fee to be paid by all foreign nationals who come to the United States for the purpose of pursuing a full course of study. This fee is separate from, and in addition to, the CISL visa application fee. The SEVIS fee must be paid via the Internet or by postal mail. It cannot be paid at a U.S. embassy or consulate, and it cannot be paid at port of entry. CISL offers students a SEVIS Fee payment service allowing applicants to have CISL collect the fee upfront and pay the fee for them. To complete the I-901 form and pay by credit card online, please visit the Student and Exchange Visitor Program Processing Website at <https://www.fmjfee.com/i901fee>. Be sure to write your name exactly as it appears on your I-20 form, and print a copy of the online receipt. Keep a copy of this receipt with your other important immigration documents.

A paper receipt is not required in order for you to be issued a visa or to be admitted to the U.S. embassies. Consular posts will be able to verify your fee payment without a receipt in most circumstances if you pay the fee far enough in advance of your visa interview. Just remember to pay on time! Internet payments must be submitted at least 3 business days in advance of your interview if you will rely on electronic fee verification at the consulate. Mailed payments must be sent in a manner that assures arrival at the DHS address listed on the I-901 at least 3 business days before the scheduled interview.

Once paid, the SEVIS fee is non-refundable, even if your visa is denied or, subsequent to issuance of the visa, you choose not to come to the United States. If you reapply for a new F-1 visa within 12 months of the denial, you will not be required to pay the fee again.

Visit www.edupass.org for additional information on studying in the United States. Please do not hesitate to call the Admissions Coordinator at 828-225-3993, or email admissions@daoisttraditions.com with any questions or concerns you may have.

REQUIRED APPLICATION DOCUMENTS

1. **International Application for Admission.** *Attached to this document.* Please include:
 - a. Two current, full face passport size photos
 - b. Copy of valid passport as photo identification
 - c. One letter of reference mailed directly to Daoist Traditions
 - d. Admissions Essay. Please address the following:
 - Tell us about yourself and how you became interested in Oriental Medicine.
 - Why did you choose to apply to our program?
 - How will this program help you achieve your career goals?
 - What do you feel are the most important qualities in being a good practitioner?
 - e. Résumé (optional)
2. **Official TOEFL and TSE** *Test results must be sent directly to Daoist Traditions from ETS. No photocopies will be accepted.* Students who are not native speakers of English must achieve a TOEFL (Tests of English as a Foreign Language) test result of 550 (paper-based test), 213 (computer-based test) or 85 (internet-based test). A TSE (Test of Spoken English) score of at least 40 is acceptable. Our Institutional Code is 6315. Visit www.ets.org or contact 1-877-863-3546 for more information.

The result of the exam determines if a student must take courses in English prior to enrollment or while concurrently enrolled in the program. International students who hold a degree from a U.S. university or in a country in which English is the language of instruction may not be required to take the TOEFL. Contact the Admissions Coordinator for more information.

3. **Financial Support Form** *Attached to this document. Only signed, original supporting documents will be accepted.* Evidence of financial ability to meet costs for one academic year, and barring unforeseen circumstances, that funds will be available for subsequent years. Applicants must submit an affidavit of financial support (certificate of finance), dated no more than 3 months old at the time it is received, from their sponsor or bank. If the sponsor resides in the U.S., USCIS Affidavit of Support (I-134 Form) with supporting documents is required. This form is available at www.uscis.gov. If you are sponsored by agency, submit official scholarship letter addressed to Daoist Traditions listing dates of coverage.
4. **Official College Transcripts** *Must be mailed directly to Daoist Traditions from College/University.* Official college transcripts must include courses titles and grades and show that the applicant has fulfilled a minimum of 60 semester credits or 90 quarter units of general education equivalent to U.S. bachelor's level education.

Transcripts from other countries must be translated into English and evaluated by a credential-evaluation service that is a member agency of NACES (National Association of Credential Evaluation Services). The official translation and evaluation must clearly indicate hours and credits of courses, and that the education is equivalent to U.S. bachelor's level education.

5. **US \$150.00 Non-Refundable Application fee** payable to Daoist Traditions in the form of a check, money order or cashier's check payable on a United States bank.
6. **Proof of Medical Insurance** - show proof upon arrival.
7. **Health Certificate with TB Test** – It is recommended that this test be done in the USA.

TRANSFER STUDENTS

Nonimmigrant students who have been attending school in the U.S. must also submit:

8. **Transfer Authorization Form** signed off by current school's International Advisor, PDSO/DSO.
9. **Copy of VISA Stamp** in your passport.
10. **Copy of I-94** in your passport front and back.
11. **Copy of current school's I-20** issued to you front and back.

International Application for Admission



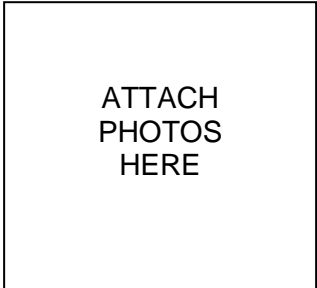
International Students are accepted only into the Fall semester. The application deadline for international students is May 1st. We encourage you to apply as early as possible. International Students must submit a completed packet with all documents listed below before admission can be granted.

Please follow all instructions in this packet. Print clearly. Use information as in your passport.

| | | |
|--|--|-------------|
| Last (Family or Surname) Name as in Passport | First (Given) Name as in Passport | Middle Name |
| Date of Birth (month/day/year) | Male | Female |
| Country of Birth | Country of Permanent Residence | |
| Country of Citizenship | Are you currently in the U.S.? No Yes If yes, verify current visa type (F-1, F-2, J-1, J-2, etc.) | |
| SEVIS ID (if any) | If your visa type is not F-1, indicate I-94 Card Expiration Date | |
| Social Security Number (if any) | I am applying for Fall 20_____. | |

Permanent Address: (for school correspondence)

Street: _____
 City: _____ Postal Code: _____
 Country: _____ Province/State: _____
 Phone: _____ Cell: _____
 Email: _____



Address to mail SEVIS I-20 Form (if different from permanent address)

Street: _____
 City: _____ Postal Code: _____
 Country: _____ Province/State: _____

Do you wish to include any F-2 dependant(s) with this application? No Yes

Verification of additional funds is required for each dependant. List the dependants you wish to include.

| Last (Family) Name | First Name | Date (m/d/yr) & Country of Birth | Citizenship | Relationship |
|--------------------|------------|----------------------------------|-------------|--------------|
| | | | | |
| | | | | |

Date of English proficiency test (TOEFL/TSE) taken/planned:

- No; I plan to take the test on (date) _____
- Yes; I took the test on (date) _____ and requested official scores be sent to Daoist Traditions

Do you have any previous training in:

- Acupuncture
- Massage/Bodywork
- Chinese Herbal Medicine
- Tai Chi/ Qi Gong

Do you wish to transfer any of your previous education into this program? Yes No

If yes, see catalog for policies and procedures.

Education

College/University: _____

City/Country: _____ Language of Instruction: _____

Certificate/Diploma/Degree: _____ Dates Attended: _____

If no degree was awarded, please indicate the approximate number of credits earned: _____

College/University: _____

City/Country: _____ Language of Instruction: _____

Certificate/Diploma/Degree: _____ Dates Attended: _____

If no degree was awarded, please indicate the approximate number of credits earned: _____

Do you have any work experience in the healthcare professions? Yes No

If yes, please describe job(s) and training: _____

Work Experience

Present Occupation From: _____ To: _____

Previous Occupation From: _____ To: _____

Have you ever had a license, certificate, or credential revoked or suspended? Yes No

If yes, please attach written information describing the circumstances.

Have you ever been convicted of a felony? Yes No

If yes, please attach written information describing the circumstances.

Ethnic information is for statistical purposes only.

- White non-Hispanic African-American/Black Hispanic/Latino
- Asian American Indian/Alaskan Native Hawaiian/Pacific Islander
- Two or more races Ethnicity Unknown

Emergency Contacts (Required)

Family Member

Name: _____ Relationship: _____

Address: _____

State: _____ Country: _____ Postal Code: _____

Phone: _____ Email: _____

Other Contact Overseas

Name: _____ Relationship: _____

Address: _____

State: _____ Country: _____ Postal Code: _____

Phone: _____ Email: _____

Other Contact in the U.S.

Name: _____ Relationship: _____

Address: _____

State: _____ Country: _____ Postal Code: _____

Phone: _____ Email: _____

I hereby certify that all information provided is accurate and complete. I understand my misrepresentation may be grounds for dismissal.

Applicant Signature: _____ **Date:** _____

Be sure to include with this application form:

- All required documents listed on page 11
- Source of Financial Support form
- Supporting financial documents
- Nonrefundable US\$150.00 check, money order, or cashier's check payable to Daoist Traditions

Sources of Financial Support

You must submit a documentation from your and/or your guarantor's bank(s) verifying funds of a minimum of \$40,000 in the exchange of U.S. dollars to confirm funding to cover academic and living expenses for the first year of enrollment at Daoist Traditions. An Affidavit of Support (I-134 Form with supporting documents) is required from any U.S. sponsor. Sources of funds:

- Myself - if you will support your own school fees, fill out Section A only.
- Parent - if your parent will support your school fees, fill out Section B only.
- Sponsor - money available from sources other than parents, fill out Section C only.
- Your Government - if your government will support your school fees by scholarship, fill out Section D only.
- A combination of financial sources, if funds are from a combination of sources ALSO fill out Section E.

Section A: Myself as a Principal Sponsor

I, _____, certify that I will take full financial responsibility, including educational and living expenses, for myself while I am enrolled at Daoist Traditions.

Describe the source: _____

The total amount of \$ _____ per year is guaranteed for up to 4 years.

Name of Bank: _____

Section B: Parent as a Principal Sponsor

I, _____, certify that I will take full financial responsibility, including educational and living expenses for _____ (applicant) while he/she is enrolled at DT.

The applicant is my _____ (relationship to applicant)

The total amount of \$ _____ per year is guaranteed for up to 4 years.

Name of Bank: _____

Address: _____ City: _____ Country: _____

Email: _____ Phone: _____

Sponsor's Signature: _____ Date: _____

Section C: Sponsor other than Parent

I, _____, certify that I will take full financial responsibility, including educational and living expenses for _____ (applicant) while he/she is enrolled at DT.

The applicant is my _____ (relationship to applicant)

The total amount of \$ _____ per year is guaranteed for up to 4 years.

Name of Bank: _____

Address: _____ City: _____ Country: _____

Email: _____ Phone: _____

Sponsor's Signature: _____ Date: _____

Section D: Scholarship from your Government or Company

Send the original scholarship letter from your government or a company to DT listing dates of coverage.

Name & Address of Agency: _____

Contact Person: _____ Fax: _____ Email: _____

Amount of Scholarship in US\$ _____ is guaranteed from _____ to _____

Section E: Funds from a Combination of Sources

- \$ _____ from personal savings
- \$ _____ from parent
- \$ _____ from sponsor other than parent
- \$ _____ from home government scholarship
- \$ _____ from other sources (describe)
- \$ _____ **Total must be equal or greater than total expenses listed above**

Attach submit a certified statement (verification of balance or funds) from the applicant's and/or guarantor's bank(s) or Affidavit of Support from any U.S. sponsor dated no more than 3 months old at the time we receive it. Submit to the Admissions Office. Photocopied, faxed, or scanned documents will not be accepted.