

SHAW UNIVERSITY

Office of Admissions

Application Deadlines:	Spring Semester	August 30
	Fall Semester	January 30

Dear Prospective Student,

Thank you for considering Shaw University, the oldest Historically Black College/ University (HBCU) in the southern United States, as your living and learning educational resource. The following information explains how Shaw University's admissions process for international students and Form I-20 policy and procedures with the hope of ensuring a smooth and effective transition into the University.

- A forty dollar (\$40.00) application fee must accompany the international application. The fee must be a money order or certified check.
- Please read the Affidavit of Support (Form I-134) carefully. This is a required document from the US Department of Justice. **No substitutes for this document.** The Affidavit of Support needs to be filled out by the sponsor and notarized. **Only one sponsor per student.**
- The sponsor must submit all the requested financial documents to include, but limited to four (4) months of accrued banks deposit statements translated into U.S. Dollars. **NO FAX COPIES OF THESE DOCUMENTS.** This amount must meet or exceed the total cost of school for at least one full academic year.
- Official transcript(s) must be evaluated by World Education Services, Global Credential Evaluators or Educational Credential Evaluators Inc. The evaluation is course-by-course evaluation at the student's expense.
- SAT or ACT or TOEFL scores (no minimum score). Visit the following websites for test centers and dates: (collegeboard.org, act.org or ets.org/toefl).
- Upon receiving the completed notarized application, application fee, official high school or college transcript(s), SAT or TOEFL or ACT scores, and Affidavit of Support (Form I-134) with bank statements, the prospective student will be evaluated for possible admission. Should the student gain final admission to the university, the student and/ or sponsor must pay \$5200 deposit (money order or certified check). This deposit does not include the cost of books.

Thank you,
Shaw University Admissions



Celebrating Excellence Since 1865

118 EAST SOUTH STREET • RALEIGH, NORTH CAROLINA 27601 • 919-546-8275 • FAX 919-546-8271

SHAW UNIVERSITY
 118 East South Street
 Raleigh, N C 27601
2011-2012 EXPENSE SHEET

<u>Description</u>	<u>Amount Per Semester</u>
Full-time Tuition (12 to 18 hrs)	5,220.00
Per Credit Hour Charge (435.00)	
Room Fee	1,785.00
Board Fee	1,995.00
Fees:	
Technology Fee	413.00
Health Fee (Raleigh Day Students only)	275.00
Administrative Fee (48.00 per credit hr.)	580.00
Student Activity Fee (All Undergraduate Students)	125.00

Special Fees: (charged only when the service they represent applies to you)

Student Teaching	5,220.00 (12 cred. hrs.)
Applied Music	50.00
Bowling	25.00
Swimming	50.00
Praxis I Fee (Teacher Education Majors Only)	160.00
Praxis II	
Elementary Education	155.00
English Education	140.00
Math Education	140.00
Special Education	110.00
Graduation Fee	
	Undergraduate 150.00 Graduates: 200.00
Duplicate ID	1 st . Replacement 10.00
	After 1 st Replacement 50.00
Late Registration Fee (late charges begin the 1 st day of classes)	100.00
Student Parking Fee	50.00

Text book credits will be approved for students who are financially eligible. Textbook credits are calculated based on monies remaining from the financial aid award 'after' all applicable charges have been satisfied. Students who do not have sufficient financial aid are responsible for the total cost of their books.

Special Note: Personal Checks will not be accepted for payment of fees during registration. Students should come prepared to pay with cash, certified checks or credit cards.

ON CAMPUS	Total Cost :	Per Semester	10,393.00	Per Year	20,786.00
OFF CAMPUS	Total Cost:	Per Semester	6,613.00	Per Year	13,226.00
CAPE	Total Cost:	Per Semester	6,338.00	Per Year	12,676.00

SHAW UNIVERSITY

CITIZENSHIP & IMMIGRATION INFORMATION

Country of Citizenship: _____

Country of Birth: _____

Applicants currently in the U.S:

Visa Type (F1, F2, B2, etc.): _____ I-94 Expiration date: _____

If you already hold an F-1 Visa, which school issued the I-20? _____

Are you currently attending this school? _____ Yes _____ No If Yes, name of school _____

City _____ State _____

I-20 Expirations date: _____

PREVIOUS EDUCATION

High School Name: _____

City _____ State _____ Country _____

Location (City/Country): _____

High School Completion Information: _____

Graduated? _____ Yes _____ No Graduation Date: _____

Last Date of Attendance: _____

Have you taken any the following? SAT _____ ACT _____ TOEFL _____ Neither _____

If not, when do you plan to do so? _____

College Previously Attended. All official transcripts are REQUIRED.

Name	Address (City & State & County)
1. _____	_____
2. _____	_____
3. _____	_____

Last Attendance Date

1. _____
2. _____
3. _____

Have you ever been placed on probation or dismissed from any school? _____ Yes _____ No

Employment Status

- Retired Unemployed—Not seeking employment
 Unemployed—Seeking employment Employed less than 20 hours per week
 Employed more than 20 hours per week

Educational Level

- 9 10 11 12 GED Adult HS Diploma
 Associate Degree Bachelor's Degree Master's Degree

----- LOCAL USA CONTACT INFORMATION -----

Name _____ Relationship _____
Address _____
City _____ State _____ Zip _____
Cell/Home Telephone _____ Work Telephone _____

Shaw University admits all academically-qualified students to the rights, privileges, programs and activities generally available to students at the university. Shaw University does not discriminate on the basis of age, race, color, national origin, sex or religion in administration of its educational policies and admissions, financial aid, instruction, employment, athletics and other college-administered programs.

I certify that all the information I have given in the application is complete and accurate to the best of my knowledge. If I am found to have deliberately falsified or omitted any information, I understand that my acceptance may be rescinded, admission denied, or I may be expelled.

Signature of Applicant _____ Date _____

Application Checklist

- | | |
|---|--|
| <input type="checkbox"/> Notarized International Application | <input type="checkbox"/> Affidavit of Support (I 134) |
| <input type="checkbox"/> \$40.00 Application Fee (<i>Money Orders Only</i>) | <input type="checkbox"/> Current Bank Statements for (I 134) |
| <input type="checkbox"/> Official High School Transcripts | <input type="checkbox"/> SAT, ACT, or TOEFL Results |
| <input type="checkbox"/> Official College Transcripts (if applicable) | |

FOR OFFICE USE ONLY

Official Transcript Received Date:

Final Transcript Received Date:

Admit Date:

- (A) _____
- (C) _____
- (CP) _____
- (PR) _____
- (P) _____
- (D) _____

ENTRANCE REQUIREMENTS

Course	Number of Units	Comments
ENGLISH		
MATH		
NATURAL SCIENCE		
SOCIAL SCIENCE		
HUMANITIES		
ELECTIVES		
TOTAL UNITS		

"Strides to excellence: Only the Best!"

Cum GPA _____

SAT CR _____

SATM _____

SATW _____

ACT _____

TOEFL _____

GED _____



Shaw University Affidavit of Financial Support for International (F-1) Applicant

1. Name of Sponsor: _____
2. Address: _____
(Street and Number)

 (City) (State) (Zip Code if in US) (Country)

2. This affidavit is executed on behalf of the following person:

Name of Student: _____ Sex: Male Female

Date of Birth: _____ Citizen of (Country): _____

Marital Status: _____ Relationship to Sponsor: _____

Presently Resides at: _____
 (Street and Number) (City) (State) (Country)

Name of spouse and children accompanying or following to join student:

Spouse	Sex	DOB	Child	Sex	DOB
Child	Sex	DOB	Child	Sex	DOB
Child	Sex	DOB	Child	Sex	DOB

3. I make this affidavit for the purpose of assuring Shaw University that the person(s) named in item 2 will not become a public charge in the United States.
4. I am willing and able to receive, maintain and support the person (s) named in item 2. I am ready and willing to deposit a bond, if necessary, to guarantee that such person(s) will not become a public charge during his or her stay in the United States.

OVER

5. I understand this affidavit will be binding upon me for the duration of study of the person(s) named in item 2.

6. I am employed as, or engaged in the business of _____ with _____ at _____

I derive an annual income of _____ \$ _____

I have on deposit in savings bank in the United States or _____ \$ _____

7. The following other persons are dependent upon me for support (Place an "X" in the appropriate column to indicate whether the person named is wholly or partially dependent upon you for support.)

Name of Person	Wholly Dependent	Partially Dependent	Age	Relationship to Me

8. I have previously submitted affidavit(s) of support for the following person(s). If non, state "none".

9. Please specifically describe what support you intend to provide for the student. (For example, if you live in the Raleigh area and are providing room and board, please state this.) Give many details of the level of support you will be providing.

OATH OR AFFIRMATION OF SPONSOR

(Signature must be witnessed by Notary Public, Attorney, or other Official authorized to administer oaths.)

I swear (affirm) that I know the contents of this affidavit signed by me and the statements are true and correct.

Signature of Sponsor: _____

Subscribed and sworn to (affirmed) before me this _____ day of _____ (year) _____, at _____.

Signature of Officer administering Oath: _____

Title: _____

To complete the financial documentation the affidavit must be accompanied by an original bank letter confirming that the sponsor has the financial means to support the applicant. (See instructions for completing financial documentation to qualify for an I-20.)



Global Credential Evaluators, Inc.

Offices in Texas, Mississippi, and Virginia

Phone: 800-707-0979 FAX: 979-690-6342 Internet: www.gceus.com

Global Credential Evaluators, Inc. (GCE) provides evaluation reports for persons who have completed part or all of their education outside the United States. The reports are used for further education, employment, professional licensing, and similar purposes. **GCE evaluates foreign academic credentials ONLY.**

APPLICATION INSTRUCTIONS

Persons requesting an evaluation report must submit **ALL** of the following in one packet:

1. Application form completed in full and signed
2. Clear and legible documents (originals or photocopies) of all official educational documents in the native language (diplomas, certificates, transcripts, mark sheets, grade reports, etc. indicating all subjects taken and credit hours earned) **Note:** If original records are being sent directly from the issuing institution please indicate on the application or in an attached note.
3. All foreign language documents must be accompanied by complete, literal word-for word, official English translations
4. Payments by credit card or money order / cashier's check made payable to Global Credential Evaluators, Inc. No personal checks will be accepted.

GCE assumes all necessary documentation has been submitted. All documents listed above become the property of GCE; none will be returned unless requested and fee submitted. The issuing institution must allow the original records to be released.

TYPES OF EVALUATION and FEES in U.S. dollars

Each fee includes one evaluation report sent via Priority Mail with a tracking number to one U.S. address.

1. **Document-by-Document Report - \$90.00 (Any number of documents)**
This report identifies and describes each credential and provides its U.S. equivalent.
Purpose: Employment, immigration and education where transfer credit is not expected
2. **Document-by-Document Report with GPA - \$115 (Any number of documents)**
This report identifies and describes each credential, provides its U.S. equivalent, and U.S. grade average (GPA). A high school GPA will be included for a nursing evaluation or if less than one year of university course work is completed.
Purpose: Employment, immigration and education where transfer credit is not expected
3. **Course-by-Course Report - \$145.00 (Any number of documents)**
This report identifies and describes each credential, provides its U.S. equivalent, U. S. grade average (GPA), and U.S. credit and grade equivalent for each subject studied. High school courses will be included if less than one year of university course work is completed.
Purpose: Employment, professional certification and/or licensing and education where transfer credit is possible

1 day RUSH Service (one business day, includes express mailing in U.S. only) \$200.00 in addition to the above evaluation fee
3 day RUSH Service (three business days, includes express mailing in U.S. only) \$125.00 in addition to the above evaluation fee

Additional Copies	\$20.00 per U.S. address; includes Priority Mail with a tracking number
Express Mailing	\$30.00 per U.S. address; \$60.00 per International address
Return Original Documents	\$25.00 includes return postage via Certified Mail requiring signature to a U.S. address \$75.00 includes international express to an international address
Re-evaluations	Re-evaluation requests include a change in the type of evaluation and/or receipt of documents which were not submitted with the initial application. Re-evaluations are subject to the full evaluation fee (see types of evaluations and fees above).

ALL FEES ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE

No refund will be issued once an application has been submitted. No refund will be made when an application is cancelled or when the applicant fails to provide required documentation.

GCE cannot guarantee an applicant will agree with his/her evaluation report. GCE cannot accept responsibility for judgments or interpretations made by an applicant or by any third party, which may disagree with the evaluations made by GCE.

GCE RESERVES THE RIGHT TO REFUSE AN APPLICATION FOR EVALUATION

GENERAL GUIDELINES AND CONDITIONS

PROCESSING TIME

GCE cannot estimate the time it takes for the post office to deliver the evaluation. **Express mail is sent by post office or courier service.**

Standard Approximately three weeks from the receipt of **ALL** required fees, information and documents **Even though we strive for a three-week turn-around time, evaluations may take longer.**

RUSH Service One business day or three business days from the receipt of **ALL** required fees, information and documents. Business days are Monday through Friday, excluding national holidays. If special research is required, and the evaluation cannot be completed within the rush time frame, the applicant will be notified and the Rush Service Fee will be refunded. **Please be aware only RUSH evaluations receive a guaranteed turnaround time.**

PAYMENT METHODS

GCE accepts Money Orders, Cashier's Checks, Visa or MasterCard. **No personal checks will be accepted.**

VERIFICATION

GCE reserves the right to request official documents for verification purposes. GCE reserves the right to verify any and/or all documents with the issuing institution(s). Some academic institutions require the payment of a fee in order to verify educational credentials. When an institution requests such a payment, the request is passed onto the applicant who must pay the fee.

RETURN ORIGINAL EDUCATIONAL DOCUMENTS

Documents received directly from an institution will be returned to the applicant for the appropriate fee, unless the issuing institution indicates the transcript cannot be released by GCE.

EVALUATIONS FOR INSTITUTIONS

Applicants are advised to check with the agency or institution to see if a GCE evaluation will be accepted and if the evaluation must be prepared using original educational documents.

FORGED AND ALTERED DOCUMENTS

When it has been determined **ANY** document submitted has been forged, altered, or falsified in any way, the evaluation will become null and void and all third parties indicated on the application will be notified. Fees are not refunded. The documents become the property of GCE and will not be released to anyone.

GUARANTEES

GCE guarantees a qualified professional evaluator prepares each evaluation. Conclusions stated in an evaluation report reflect the judgment of GCE based on the educational system at the time of the applicant's enrollment. Evaluations are based on the best information and resources currently available to professional evaluators in the United States at the time the report was prepared. GCE reserves the right to reassess educational equivalents as additional information becomes available.