

# INTERNATIONAL UNDERGRADUATE APPLICATION CHECKLIST & INSTRUCTIONS

The following checklist will help you organize your application and required supporting academic documentation:

- All information must be printed or typed clearly and double checked for accuracy.
- All documents must bear your full legal name exactly as it is printed on your passport and academic records.
- All documents must be submitted in English.
- All documents must be originals (no photocopies or faxes will be accepted).

Submit the following now:

## Application

You are strongly encouraged to apply online. Apply using *The Common Application*, which includes a personal essay of at least 250 words and supplemental application. If you are unable to apply online, you may print the downloadable PDF of the application and supplemental. The application deadline is March 1 for Fall admission and October 1 for Spring admission.

## Application fee (non-refundable)

The application fee is \$50 U.S. Dollars.

## Supplement

*The Common Application* includes a supplemental application for Stony Brook University.

## Test Scores

An official score report for the TOEFL (Test of English as a Foreign Language), SAT, or IELTS must be sent directly to Undergraduate Admissions. Stony Brook's code number is 2548. This includes all freshman applicants and transfer students who have not completed a college-level writing course at a U.S. college or university. A minimum composite score of 80 (internet-based), 213 (computer-based) or 550 (paper-based) on the TOEFL examination, a minimum SAT I Critical Reading score of 430 is required, or a minimum score of 6.5 on the IELTS examination. Satisfactory completion of Stony Brook University's Intensive English Center advanced level class is accepted in place of a TOEFL or SAT verbal score.

## Academic Records

*Note: Student copies will not be accepted. Photocopies must be officially certified copies of the original. The submission of falsified documents will be considered grounds for rejection.*

Complete, official secondary school records with official seal, stamp or signature of a school or government official must be submitted in the original language (if not in English, it must be accompanied by an exactly worded and certified translation).

Transfer applicants only: Official transcripts with official seal, stamp or signature of a school or government official must be submitted in the original language for each post-secondary institution of higher education attended (if not in English, it must be accompanied by an exactly worded and certified translation).

## Letters of Recommendation

Stony Brook University requires all applicants to submit one letter of recommendation from a teacher or counselor. Those applying to honors programs are required to submit two letters of recommendation from teachers.

**International Student Transfer Report:** F-1 & J-1 students admitted to Stony Brook University who currently attend U.S. high schools, colleges, universities, or language institutes will be required to complete the applicant portion of Stony Brook University's International Student Transfer Report and then submit it to the Designated School Official or Responsible Officer at your current school (usually the International Student Advisor) for completion. This form will be sent after admission and upon receipt of your tuition deposit. Make sure the completed form is returned to Stony Brook University's International Undergraduate Admissions Office. Admission to the University will be conditional upon receipt and evaluation of the International Student Transfer Report.

Read the following instructions carefully before completing and submitting the following required financial documents.

All international applicants must document their ability to meet all educational and living expenses for the entire period of their intended study before Stony Brook University can issue a Certificate of Visa Eligibility (Form I-20).

**Financial Documents (required of all F-1 and J-1 student applicants)**

*Note: You are strongly advised to keep an additional set of these documents to facilitate your visa application.*

## Declaration & Certification of Finances form

Documentation of financial support for the entire period of anticipated study at Stony Brook University must be submitted. All applicants who are currently on, wishing to obtain, or switching to an F-1 (Student) or J-1 (Exchange Visitor) visa are required to demonstrate their ability to meet all educational and living expenses for the entire period of their intended study. **Currently, an excess of \$33,000 U.S. currency is required for each year of study at Stony Brook University for the duration of the program. This amount is subject to change without notice.** It is anticipated that costs will increase 7-10% each year; this should be taken into consideration when completing financial documents. Please be advised that \$33,000 U.S. currency represents the *absolute minimum* currently needed.

## Affidavit of Support form

If funds are being provided by family and/or sponsor(s), each sponsor must complete, in its entirety, an Affidavit of Support form and submit it along with financial documents as stated on the form (duplicate this form as necessary).

## Bank Letter or Statement for Each Source of Funds

A **separate, original** bank letter or statement for each source of funds must be submitted in English. Account statements and letters must show actual current amount in account.

## Letters of Employment Verifying Income

All family/sponsor(s) must provide letters of employment verifying annual income. If self-employed, a letter from an accountant or attorney verifying income is required. If submitting tax returns for proof of income, they must be from the previous year.

## International Students Already Studying in the U.S.

F-1 students are required to submit photocopies of all Form I-20's (pages 1 & 3 of SEVIS I-20's; pages 3 & 4 pre-SEVIS I-20's); J-1 applicants should submit a photocopy of DS-2019.

Submit a photocopy of both sides of your current Form I-94 (stapled in your passport upon arrival in the U.S.).

Enclose a photocopy of the page in your passport that includes your identification photo (both U.S. visa page and home country's page).

## International Students with Dependents

Those accompanied by dependents must provide the following for each such dependent:

- |  |   |
|--|---|
| <input type="checkbox"/> Full Legal Name         | <input type="checkbox"/> Country of Birth       |
| <input type="checkbox"/> Relationship to Student | <input type="checkbox"/> Country of Citizenship |
| <input type="checkbox"/> Date of Birth           |   |

**Mail all your Supporting Documentation (financial documents, academic records, test scores, and letters of recommendation) by March 1 for Fall admission or October 1 for Spring admission to:**

**Stony Brook University  
UG Processing - INTL  
279 Broadway  
Albany, New York 12204-2755 • USA**

### **ADDITIONAL INFORMATION**

**Email:** [enrollintl@stonybrook.edu](mailto:enrollintl@stonybrook.edu)  
**Fax:** 631-632-9898  
**Telephone:** 631-632-6868