



International Missing Information Guide

This is a guide to assist you in completing your application for admission to the University of Minnesota-Twin Cities. We are not able to make a decision on your application until we receive the missing item(s). Please be sure to submit your missing items by the appropriate deadline (http://admissions.tc.umn.edu/admissioninfo/intl_deadlines.html). If you have any questions, please contact us as soon as possible.

If you are missing...

■ Application fee

We have not received your \$45.00 nonrefundable application fee. Please see the Application Fee Form (http://admissions.tc.umn.edu/PDFs/application_fee_form.pdf) for payment information.

■ College transcripts

Arrange to have official transcripts submitted to the Office of Admissions from all colleges or universities attended, even if no credit was earned. **Transcripts must be mailed directly from the registrar's office at each institution you have attended.** (Official transcripts have an official signature or seal or are printed on security paper. Each transcript must have been issued within the last year.)

If you are applying for fall semester 2009, and are currently attending school, the transcript must show fall 2008 grades and a list of spring 2009 courses in progress. (We realize that fall grades will not be available until December or January. Please send them as soon as they are available.) If you are applying for spring semester 2009 or spring 2010, the transcript must show spring 2008 or spring 2009 grades respectively and a list of the fall term courses in progress.

■ Criminal background question

Please fax (612-626-1693) or email (international@admissions.tc.umn.edu) your answer to the following required application question: *Have you ever been convicted of a crime other than a minor traffic violation, or is any such charge now pending against you?* If yes,

attach a description of the incident(s), including the date(s) and location(s). Be sure to provide your full name and date of birth.

■ Do you want to switch to an F-1 visa?

Please contact the Office of Admissions at 612-625-2008 or international@admissions.tc.umn.edu to provide your answer to this question. Please be sure to provide your full name and date of birth.

■ Financial Certification Statement

If you will require an I-20 form for a student visa, you must show you have sufficient funds to cover at least the first year (12 months) of study in the United States. The figures on the Financial Certification Statement are not negotiable. The International Student Financial Certification Statement is available at <http://admissions.tc.umn.edu/PDFs>. We accept faxed Financial Certification Statements.

■ Financial Certification Statement with sufficient funds

If you will require an I-20 form for a student visa, you must show you have sufficient funds to cover at least the first year (12 months) of study in the United States. The Financial Certification Statement we have received from you does not demonstrate that you have sufficient funds at this time. Please submit a new financial certification statement, which is available at <http://admissions.tc.umn.edu/PDFs>. We accept faxed Financial Certification Statements.



Or if you are missing...

■ English proficiency exam scores

We do not have an English language exam score from you. The University of Minnesota accepts the results of the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), or the Michigan English Language Assessment Battery (MELAB). If you have already taken one of these exams, visit the following Web sites for information on how to have your scores sent to us. We will accept faxed exam scores.

TOEFL

For the most up-to-date information on the Internet-based TOEFL, or for test registration information, please go to <http://www.ets.org/TOEFL>. The standard cost is \$150.

<http://www.ets.org/toefl/>
Educational Testing Service
P.O. Box 899
Princeton, NJ 08541-6151 USA
Inside the U.S. and Canada: 1-877-863-3546
Outside the U.S. and Canada: 1-609-771-7100

For most U of M programs, the minimum score needed on the computer-based TOEFL examination is 213. The paper-based minimum score is 550, and the Internet-based minimum score is 79. Based on your examination results, and placement examinations on campus, you may be required to take additional English courses when you arrive here.

IELTS

For registration information on the IELTS, please contact:

<http://www.ielts.org/>
100 East Corson St., Suite 200
Pasadena, CA 91103, USA
626-564-2954

For most U of M programs, the minimum score needed on the IELTS is 6.5. Based on your examination results, and placement examinations on campus, you may be required to take additional English courses when you arrive here.

MELAB

For more information about the MELAB, please contact:

MELAB
<http://www.lsa.umich.edu/eli/testing/melab>
English Language Institute
MELAB Office
University of Michigan
500 East Washington Street
Ann Arbor, MI 48104
1-866-696-3522

For most U of M programs, the minimum score needed on the MELAB is 80. Based on your examination results, and placement examinations on campus, you may be required to take additional English courses when you arrive here.

■ Permanent home address in your home country

Please fax (612-626-1693) or email (international@admissions.tc.umn.edu) your permanent address in your home country. Be sure to provide your full name and date of birth.

■ Visa status

Please contact the Office of Admissions at 612-625-2008 or international@admissions.tc.umn.edu to clarify your visa status. Please be sure to provide your full name and date of birth.

Submit all missing information to:

Office of Admissions

University of Minnesota
240 Williamson Hall
231 Pillsbury Dr. S.E.
Minneapolis, MN 55455-0213

Phone: 612-625-2008 or 1-800-752-1000

Fax: 612-626-1693

Email: international@admissions.tc.umn.edu

Web site: <http://admissions.tc.umn.edu/answers>

Forms online: <http://admissions.tc.umn.edu/PDFs>

