



POLK STATE COLLEGE

Welcome to Florida and Polk State College

Who is considered an International Student?

- An International Student is an individual who holds either an F-1 or M-1 Visa and enters the United States specifically for the purpose of obtaining an education.
- What are the admission deadlines for an International Student?
 - Fall Semester: May 15
 - Spring Semester: October 15
 - Summer Semester: March 15

After submitting the admission application online at www.polk.edu, what does an International Student need to do next?

Each International Student must submit additional documents to the Admission and Registrar's Office; these items are found on the Polk State [International Student website](#). The student can print, complete, and mail the documents (or send the items by courier) with all required supporting documentation to:

Polk State College
Attn: Registrar's Office
999 Avenue H, N.E.
Winter Haven, FL 33881

Please Note: Documents that are inaccurate or incomplete will cause a delay in the admissions process.

How can an International Student get his or her foreign credentials evaluated?

- **Transcripts:** All foreign high school and secondary school transcripts must be evaluated through an evaluation service that is a member of the National Association of Credential Evaluation Services (**NACES**). A list of member agencies can be found at <https://www.naces.org/members>. The evaluated transcript must be sent directly from the evaluation service to transcripts@polk.edu. A transcript evaluation report can also be sent by mail (or by courier) to:

Polk State College
Attn: Registrar's Office
999 Avenue H, N.E.
Winter Haven, FL 33881



- **High School Transcripts:** The student must request a document-by-document report to show that he or she meets the requirements of a U.S. high school diploma. The transcript must be evaluated and translated into English.
- **College-Level Transcripts:** Submission of the college transcript(s) is optional, but to transfer any eligible foreign college credits toward a Polk State degree, the student must request a course-by-course evaluation that is transcribed in English.
- The evaluation service requires an official transcript, and in some cases, exam results as well. The transcript(s) should be sent directly from the home institution(s) to the evaluation company. The cost of translation and evaluation services is the student's responsibility.

How can an International Student obtain an *I-20 Form*?

- The student must complete all of the Polk State College admission requirements as outlined on the [International Student website](#).
- After review and acceptance of the admission documents, the student receives an acceptance letter along with the *I-20 Form*. Once accepted, the next step is to log in to the Student and Exchange Visitor Information System (SEVIS) (www.fmjfee.com) to pay the fee online. The student must have a complete and accurate *I-20 Form* to complete this step.
- The student must print the *Form I-901 Payment Coupon* or *I-901 Payment Receipt* after completion of the online form.

How does the student determine if he or she needs to take English as a Second Language classes?

- If the International Student does not meet any of the English Proficiency criteria found in Step 4 on the International Student website, he or she is given the Levels of English Proficiency (LOEP) Exam along with the college-level placement test. The LOEP is used to place the student in the appropriate level of English as a Second Language classes. Polk State's English as a Second Language Program is titled *English for Academic Purposes* (EAP). The EAP coursework prepares students for college-level instruction in the English Language.



What are the most common ways to prove English Proficiency?

A student can show proficiency with any of the following:

- An Internet-based Test of English as a Foreign Language (TOEFL) score of 61 or a TOEFL paper exam score of 500.
- Completion of an English as a Second Language Program.
- *An Affidavit of English Proficiency.*
- Documentation of five years of formal English instruction.
- An International English Language Testing System (IELTS) score of 5.5.

Can an international student be eligible for in-state fees?

- No. A student with an F-1 or M-1 Visa is required to attend college full time (i.e., a minimum of 12 credits hours per semester) and the student must pay out-of-state fees during the entire enrollment at Polk State College.

Does an International Student need to have medical insurance coverage while enrolled at Polk State College?

- Yes. Proof of medical insurance must be presented each semester to the International Student Advisor on campus before class registration can be completed. A medical insurance “hold” is placed on an international student’s account until the insurance card is presented and verified. A student may apply for medical insurance at:

https://www.internationalstudentinsurance.com/school_requirements/2811/Polk_State_College.html