



INTERNATIONAL STUDENT EDUCATION SERVICES, INC.

PART OF THE INTO GROUP

UNIVERSITY APPLICATION

STUDENT NAME: _____

PROGRAM: Undergraduate Transfer Study Abroad with English (SAWE)
Postgraduate ESL

DATE: _____

AGENCY: _____ BRANCH: _____

COUNSELOR: _____ EMAIL: _____

International Student Education Services, Inc

1610 Medical Drive, Suite 305
Pottstown, Pennsylvania 19464

Tel: 610-718-5594

Fax: 610-718-5595

E: ises.admissions@intoglobal.com



www.ises-studyusa.com

REVISED 10 NOVEMBER 17

INSTRUCTIONS FOR COMPLETING THE ISES APPLICATION

1. Please complete the interactive application in English.
2. Please do not forget to provide the appropriate signatures in English where indicated.
3. Please include the following items:
 - An **original transcript or official, attested translated copy if the original is not in English**, of the last 3 years of secondary education for undergraduate study. For transfer students, the secondary school transcript as well as the university transcript is required. For postgraduate study, the 4-year university undergraduate transcript is required.
 - 2 signed letters of recommendation (each in a separate, sealed envelope) from teachers or employers.
 - An official signed or notarized bank statement showing deposits and withdrawals dated within six months of student's anticipated program start date with adequate funds to cover the cost of at least one full academic year of study, inclusive of personal expenses. Graduate applicants submit official bank statements showing adequate funds to cover the cost of the **entire** program, including personal expenses.
 - A copy of the identification page of your passport.
4. Scan one completed application including the required documents and email to:
ises.admissions@intoglobal.com

Checklist:

Please check items you are submitting to be sure the application is complete

- Personal Data
- Educational Data
- Language Score and Other Test Reports
- Personal Statement
- Recommendation Letters
- Representative's Recommendation
- Medical Release (with English translation)
- Terms and Conditions (with English translation)
- Official Transcripts
- Copy of Passport ID Page
- Credential Evaluation (where applicable)
- Portfolio (where applicable)
- Resumé (required for postgraduate)
- Copy of valid I-20 and Visa (where applicable)



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– Placement Specialists for North America –

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UNIVERSITY APPLICATION

PERSONAL DATA

Please list your name below as it appears on your passport.

Given Name	Middle Name	Family Name

Permanent HOME Address _____
(Street) (Apt. #)

City _____ Country _____ Postal Code _____

Home Phone _____ Mobile Phone _____

Country of Birth _____ Citizenship _____ Nationality _____

Birth Date _____ Male Female Email Address _____
Month Day Year

WeChat ID _____ Skype ID _____

Father's Name _____ Personal Phone _____

Mother's Name _____ Personal Phone _____

Emergency Contact Person _____ Personal Phone _____

Your intended major is _____

The degree you are seeking is _____ How many years have you studied English? _____

Programs to which you are applying:

Undergraduate Transfer Postgraduate English as a Second Language (Study Abroad with English) SAWE

Semester for which you are applying: Fall Spring Year _____

Does the student have a valid I-20 to be transferred? Yes No Are you seeking any transfer credit? Yes No

Please list your university choices below:

First Choice _____

Second Choice _____

Third Choice _____



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Applicant's Name _____

EDUCATIONAL DATA

Please list below the schools you have attended and dates of attendance.

SECONDARY SCHOOL	DATES ATTENDED
_____	From _____ To _____
_____	From _____ To _____
_____	From _____ To _____

Date of Graduation from Secondary School _____

UNDERGRADUATE STUDIES	DATES ATTENDED
_____	From _____ To _____
_____	From _____ To _____

Date of Graduation from Undergraduate Studies _____ Degree Received _____

POSTGRADUATE STUDIES	DATES ATTENDED
_____	From _____ To _____

Date of Graduation from Postgraduate Studies _____ Degree Received _____

TRANSCRIPT INFORMATION

Undergraduate Applicants

Please submit official copies of transcripts from the final three years of secondary school showing proof of graduation.

Transfer Applicants

To receive transfer credits please include course descriptions in English. (In some instances a professional transcript evaluation may be required).

Postgraduate Applicants

Please submit official copies of undergraduate transcripts and proof of graduation.

All applicants are asked to submit transcripts in English. If a translation is necessary, it must be authorized by a notary or similar public official.



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Applicant's Name _____

TEST INFORMATION

TEST	SCORE	DATE TAKEN
SAT(verbal) _____ (math) _____	_____
TOEFL	_____
IELTS	_____
GMAT	_____
GRE	_____

PERSONAL STATEMENT

Please write an essay containing 300 words on one of the following topics. This is a personal statement and no language aids, such as a dictionary, should be used. Essays taken from the internet are **not** acceptable.

- Discuss some issue of personal, local, national, or international concern and its importance to you.
- Describe a character in fiction, an historical figure, or a creative work (as in art, music, science, etc.) that has had an influence on you, and explain that influence
- Evaluate a significant experience, achievement, risk you have taken, or ethical dilemma you have faced and its impact on you.
- Postgraduate applicants must submit a personal statement describing their career goals.
- Students applying to an ESL program must submit a handwritten statement of at least 100 words describing a hobby or special talent they have. ***This statement must be written under the supervision of the referring representative.***

RECOMMENDATION LETTERS

Please include 2 letters of recommendation. The recommendations may be from former teachers or employers.

REPRESENTATIVE RECOMMENDATION

In your opinion is the student a good candidate for the program to which he/she is applying? Yes No

Comments: _____

Signature of Counselor Referring Student: _____ Date _____

I-20 MAILING

Indicate the student's permanent international address in the home country. This cannot be a P.O. Box, Agent or U.S. Address.

Street Address _____ City _____ Country _____
Postal Code _____ Phone _____ E-mail _____



INTERNATIONAL STUDENT EDUCATION SERVICES, INC.

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Applicant's Name

MEDICAL RELEASE AUTHORIZATION:

Name of student _____

As parent(s) or guardian(s) of the undersigned student, I / we authorize International Student Education Services, Inc. (ISES) and its agents, its staff, its representatives, and its affiliate schools to consent to any medical or surgical procedures, including anesthetics, X-ray examinations, other diagnostic tests and/or hospital care, deemed necessary by and rendered under the supervision of a licensed physician, surgeon, or dentist.

I / we, the undersigned, further understand that if the undersigned student becomes ill or incapacitated, ISES and its agents, its staff, its representatives, and its affiliate schools may take any action they deem necessary for the student's safety and well-being, including securing medical treatment and/or transporting the student home at the student's expense. We release ISES and its affiliate schools from any liability in regard to such actions.

I / we, the undersigned, also understand that the student is required to have specific immunizations prior to enrolling in classes, and if these immunizations need to be administered, it will be at the student's expense.

Please note all signatures must include an English translation.

Mother's/Guardian's Signature: _____ Date: _____

Name (please type): _____

Father's/Guardian's Signature: _____ Date: _____

Name (please type): _____

Student's Signature: _____ Date: _____

Name (please type): _____

PERSONAL DATA

Has the student ever had a serious injury, illness or disability? Yes No

If yes, please explain _____

Has the student ever had counseling or psychological/physical evaluation or treatment? Yes No

If yes, please submit a current evaluation with this application.

Does the applicant have any special needs of which the school should be aware? Yes No

If yes, please explain _____

List all school activities in which student has participated, such as arts, athletics, government, etc.

List any awards or honors received: _____



TERMS AND CONDITIONS:

- 1. Expenses:** The following expenses are not included in the program price: textbooks and other school materials, personal spending money, medical insurance, meals and housing when the university is officially closed (usually during the winter and spring holidays), airfare, ESL costs (if not enrolled in an ESL program) and special tutorials or private lessons such as music, voice, etc.
- 2. Regulations:** Students are subject to the rules of the university as well as to US government laws. Serious infractions may warrant dismissal from the program, repatriation to the home country at the student's expense, and legal prosecution. No refunds will be made for dismissals or withdrawals.
- 3. Payment:** \$100 non-refundable fee per school is required with the application. The program fee is due upon acceptance.
- 4. Students** are required to enroll for at least 1 full academic year. No refunds are available for partial year enrollments.
- 5. Undergraduate students are required to live on-campus for at least 1 full academic year.**
- 6. Cancellations:** Cancellations prior to June 1 for a fall enrollment or prior to November 1 for a spring enrollment will receive a full refund less a processing fee of \$500. Cancellations after these dates but before the initial enrollment dates will receive one half of the entire program price. No refunds will be made after the student arrives on campus.
- 7. In the event of a visa denial:** A refund of program fees (except the application fee) will be made upon receipt of documentation of the visa denial and return of the original I-20 form.
- 8. Liability and Release:**

I / we, the undersigned, agree to release, indemnify and hold harmless ISES and its affiliates, its staff, its representatives and its agents for any injury (bodily, emotional or mental), property damage or loss, or expense incurred by or at the hands of the student while the student is participating in the ISES Program.

I / We, the undersigned understand that ISES is not responsible for any loss or injury suffered by the student during periods of independent travel or absence from the program. I / we, the undersigned understand and agree that ISES shall have no liability, financial or otherwise, for the student when absent from the Program or during periods of independent travel. We also release ISES, its staff, its representatives, its agents and its affiliates from any liability, and agree to indemnify them, for any expenses or liabilities that the student may incur or cause, such as personal injury or loss of property while participating in the ISES program.

I / We, the undersigned, understand that the student's participation in the program may be terminated at the discretion of ISES or the school without any refund of fees or monies paid if the student violates any rules or regulations of the school, ISES or the United States, including but not limited to all federal, state or local laws, and that the student may be sent home at his/her own expense.

9. Use of film likenesses:

I / we, the undersigned, understand and consent that ISES may use any film likenesses taken of the student and any quotes made by the student while participating in the ISES program in any promotional materials and that the publication and distribution of these materials may extend for several years beyond this date.

ISES recommends that the student's family retain a copy of this page.



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Applicant's Name

Required Signatures:

I / we, the undersigned, have read, understand and agree to comply with all ISES terms and conditions.

I / we, the undersigned agree to the terms and conditions as set forth in this application and understand that any agreement written or otherwise between ISES and the undersigned cannot be modified except in writing by ISES.

I / we, the undersigned certify that all information provided in this application including the personal statement/essay is the student's own work and is factually true and honestly presented.

Please note all signatures must include an English translation.

Mother's/Guardian's Signature: _____ Date: _____

Name (please type): _____

Father's/Guardian's Signature: _____ Date: _____

Name (please type): _____

Student's Signature: _____ Date: _____

Name (please type): _____

ISES recommends that the student's family retain a copy of this page.

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Applicant Declaration Form

Academic Disciplinary Action

Are you currently, or have you ever been, charged with or subject to disciplinary action for scholastic (such as plagiarism or cheating) or any other type of behavioral misconduct at any educational institution which resulted in your probation, suspension, removal, dismissal or expulsion?

You do not need to disclose academic dismissal, suspension or probation for poor grades.

Yes No

Legal Violation

Have you ever been charged with a violation of the law, misdemeanor and/or felony (even if adjudication was withheld) that resulted in, or, if still pending could result in, probation, community service, restitution, a jail sentence or the revocation or suspension of your driver's license (you are not required to include traffic violations that only resulted in a fine)?

Yes No

If your answer to any of the preceding is YES, details of any offenses should be included on a separate sheet. If your records have been expunged pursuant to applicable law, you are not required to answer YES to these questions. If you are unsure whether to answer "yes", we strongly suggest that you answer YES and fully disclose all incidents. By doing so, you can avoid any risk of disciplinary action or revocation of your offer of admission.

Submission of Information

I certify that the information given in this application is complete and accurate, and I understand that to make false or fraudulent statements within this application may result in disciplinary action, denial of admission and invalidation of credits or degrees earned. Should any of the information I have given change prior to my enrollment at the institution, I shall immediately notify the Office of Admission.

I confirm that I have included information on all my academic studies and will not pursue further study prior to joining this university. Failure to provide this information can result in dismissal from the university.

Payment of Fees

I agree to pay all tuition, accommodation and any other fees incurred as they become due.

Medical Insurance

The university requires all full-time students to be covered by health insurance which meets the University requirements. Students unable to provide evidence of adequate alternative coverage at the time of their application will be required to enroll in the University health insurance plan before arrival.

Authorization for Release of Information

I understand that this application is for admission to the University and is valid only for the term indicated. I also understand and agree that I will be bound by the University's regulations concerning application deadline dates and admission requirements.

I agree to the release of any secondary or post-secondary transcripts and related credentials and I authorize International Student Education Services, Inc. (ISES) or the University to contact any secondary and/or post-secondary institution that I have attended for the purposes of confirming receipt of the official records needed to complete my application and discussing any subsequent admission or scholarship decision.



I agree that the University, ISES, and INTO University Partnerships (IUP) (to the extent it may be covered by FERPA) may release my student record as necessary to facilitate admissions, enrollment and continued progress through any academic program the University. This authorization specifically permits the sharing of information between the University, ISES, and IUP, or to any other entity, organization, or person directly responsible for my recruitment or continued participation at the University.

I also authorize my application and application materials any University program to be considered and reviewed by ISES or another INTO University Partnerships Ltd. joint venture in the United States, if applicable to facilitate application, admission, or enrolment.

This authorization also permits providing access to application materials and student records to any representative, sponsor or parent listed below. This authorization remains valid during the University application process and throughout my enrollment.

My Education Counselor (Company/Organization) _____

My Sponsor (Sponsor Name) _____

My Parent(s) or Other Relative _____

Student Signature

Date (mm/dd/yyyy)

Print Name (Student) _____

Students Under 18

All students under the age of 18 must have all applications and contracts signed by a parent/guardian or sponsor.

Parent/Guardian/Sponsor Signature

Date (mm/dd/yyyy)

Print Name (Parent/Guardian/Sponsor) _____