



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: admissions@ises-inc.net



www.ises-inc.net

REVISED 17 JANUARY 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:
admissions@ises-inc.net
- A non-refundable \$100 application fee per university payable to ISES, Inc. in US Dollars via a US correspondent bank or in US Dollars via Credit Card.

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
- Application Fee
- 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 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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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 _____



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: _____



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Applicant's Name

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): _____

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