

# INTERNATIONAL PROGRAMS

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## Contact Information

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The International Programs Office (IPO) coordinates international activities at LC State, including:

- International student recruitment, admissions, and scholarships;
- International student orientation, advising, and support;
- International student engagement, including clubs, activities, volunteer opportunities, and community outreach;
- Study Away, including National Student Exchange and Study Abroad through approved program providers and exchange partners;
- Campus and community international engagement activities;
- Host Families/Friendship Families; and
- Language training and academic/cultural programs, including the Bridge Pathway Program and custom, short-term programs for non-native speakers of English.

## International Admissions

**Centered in the LC State Office of Admissions**

**Office:** RCH 102&104

**Phone:** 208-792-2210

**Fax:** 208-792-2876

**Web:** <https://www.lcsc.edu/admissions/apply/international-student> (<https://www.lcsc.edu/admissions/apply/international-student/>)

**e-mail:** [admissions@lcsc.edu](mailto:admissions@lcsc.edu) (<https://www.lcsc.edu/admissions/>)

## Application Procedure for International Students

LC State accepts students into degree programs, the Bridge Pathway Program, non-degree Study Abroad in Idaho, and exchange programs. Admission requirements for Bridge Pathway applicants can be found on the International Admissions (<https://www.lcsc.edu/admissions/apply/international-student/>) page. International applicants must complete all forms in English. Admission decisions are made only after receipt of a complete application and application fee.

### Academic Degree-seeking international applicants

Complete details of international admissions standards can be found on the Admissions Standards (<http://catalog.lcsc.edu/student-affairs/admissions/#admissionsstandardstext>) page. Students may apply on the International Admissions Page (<https://www.lcsc.edu/admissions/apply/international-student/>). A complete application for admission should include:

1. Copy of unexpired passport identification page.
2. Original High School transcript documenting at least a cumulative GPA of 2.0 on a 4.0 scale.
  - a. Transfer applicants at least 14 semester credits (21 quarter credits) from an accredited U.S. college/university do not need to submit high school transcripts.
  - b. Transfer applicants with at least 14 semester credits (21 quarter credits) from an approved overseas post-secondary institution or program partner do not need to submit high school transcripts.
3. Original transcripts from all colleges attended documenting at least a cumulative 2.0 on a 4.0 scale.
  - a. LC State will convert international grades to a 4.0 scale using guidelines provided by professional organizations.
  - b. Some applicants may be required to submit their original transcripts to an approved credential evaluation service.
  - c. LC State will accept scanned copies of transcripts for initial admission purposes. If scanned copies are presented, applicants will be tentatively admitted pending receipt of official final transcripts.
4. Original proof of English Proficiency
  - a. LC State accepts the English language proficiency tests/programs posted in the International Admissions Page (<https://www.lcsc.edu/international/international-admissions/>).
  - b. Exceptions to English proficiency test scores:
    - i. Transfer students who have completed at least 14 semester credits (21 quarter credits) at a U.S. college or university and a grade of "C" or better in a course equivalent to English 101;

- ii. Students who successfully complete LC State's Bridge Pathway Program with a 3.0 GPA in their Bridge courses and a 2.0 in their college course(s);
  - iii. Students who meet any of the additional exemption categories on the International Admissions Page (<https://www.lcsc.edu/international/international-admissions/>).
5. Recent (within the past six months) financial documents proving sufficient financial support for one year of studies are required to issue an immigration document (I-20). Note: J-1 exchange visitors fully sponsored by an outside agency do not need to submit bank statements or a Certificate of Financial Responsibility (CFR) to LC State.
- a. Applicants must demonstrate financial support for tuition, fees, books, health insurance, and living expenses for one academic year.
  - b. Financial support documents include original bank statements/letters (with a signed CFR from each sponsor), financial guarantees from a program sponsor, and scholarships.
  - c. Financial support documents may be scanned and emailed to LC State (embassies/consulates may require original copies).

### **PROVISIONAL Admission**

International applicants whose cumulative GPA is less than 2.0 may be considered for provisional admission. Provisional admission information can be found in LC State's Admissions Standards (<http://catalog.lcsc.edu/student-affairs/admissions/#admissionsstandardstext>). International applicants who do not meet the English proficiency requirements but who otherwise meet admission standards will be considered for provisional admission and should complete the Bridge Pathway Program (<https://www.lcsc.edu/international/international-admissions/bridge-pathway-applicants/>) (or otherwise demonstrate English language proficiency) before receiving full admission to begin their degree program

### **Non-Degree international Admission Requirements**

International students who are eligible to enroll on a short-term basis may be admitted as non-degree. Non-degree international students may submit unofficial academic transcripts; however, official transcripts are recommended for students wishing to enroll in courses that require prerequisites and/or future admission into a degree program.

### **Denial of Admission**

Admission to the institution may be denied based on one or more of the following criteria: cumulative high school GPA below 1.8; cumulative transfer GPA (from all institutions attended) below 1.8; or prior dismissal/suspension from LC State. Students who are denied admission may petition the admission decision.

## **Application Fees**

International applicants pay a non-refundable \$50 application fee to Lewis-Clark State College.

## **Official Transcripts**

Official transcripts of all language, secondary and post-secondary education and certified English translations are required for degree-seeking applicants. The school or certifying agency should send official documents directly to the LC State Admissions Office. All documents should be original documents in a sealed envelope. However, if original documents are not available, copies must be certified by a school/university or government official with the appropriate official stamp (not a notary public). Transcripts become part of the official student record and cannot be returned to applicants.

## **English Language Proficiency**

Most applicants for whom English is not the first/native language must demonstrate English proficiency. Admission can only be granted with the demonstration of sufficient English proficiency. LC State reserves the right to require English proficiency testing when deemed necessary. A document outlining the English proficiency requirements for admission to all programs is located on the International Admissions Page (<https://www.lcsc.edu/international/international-admissions/>). (<https://www.lcsc.edu/international/international-admissions/>) Please note that there are different scores required for the Bachelor of Nursing and Graduate Certificate programs. English proficiency test scores must be less than two years old from the date of the test. Score reports become part of a student's permanent record and can be used for subsequent LC State applications provided the minimum language proficiency requirement was met.

## **Transfer Students**

### **Credit Transfer Processing**

LC State degrees (as with all U.S. 2-year and 4-year degrees) consist of 3 components: general education (Core); general electives; and Major(s). Each degree program has published degree requirements (<http://catalog.lcsc.edu/programs/>)

### **How Transfer Credit is Determined**

Transcripts are first assessed for transfer credit of general education (CORE) courses by LC State's transcript evaluator, once the student has officially applied and paid the application fee. Next, the student meets with their academic advisor to assess how the courses transfer to their degree plan (major). A preliminary credit transfer assessment may be possible before the student arrives, but this is often non-binding and errs on the side of caution unless the student has provided detailed information (see required and recommended information descriptions below).

**Suitable documentation is required for transfer credit evaluation.**

Official transcripts of all post-secondary education and certified English translations are required for degree-seeking applicants. The school or certifying agency should send official documents directly to the LC State Admissions Office. All documents should be original documents in a sealed envelope sent directly from the institution. However, if original documents are not available, copies must be certified that it is a true copy by a school/university or government official with the appropriate official stamp (not a notary public). Transcripts must list the school's name, dates of attendance, subjects studied, credits and grades earned, and the degree or diploma (if granted). Course Descriptions are highly recommended, and should include the course's learning objectives, the number of contact hours per week, the number of weeks per term, the mode of instruction (e.g. lecture, lab), and the assessment method (exam, project, thesis, etc.). If course descriptions are not available in English, the student should present a translation alongside the original text. The more detailed the information provided, the easier it is for LC State to assess a student's previous study and provide transfer credit.

**Global Assessment Certificate**

LC State recognizes the Global Assessment Certificate (GAC) program offered through ACT Education Solutions, Limited. GAC is a university preparation program that provides international students with the skills to successfully complete a bachelor's degree in English speaking universities. All students complete the ACT Assessment as the exit test of the GAC. LC State will endorse the GAC as satisfying admission requirements as follows: a minimum overall GAC grade point average of 2.0, minimum demonstration of English as successful completion of GAC, and a minimum ACT score of 21 (English sub score). LC State will allow up to 42 credits for completion of the GAC as listed in the chart below:

**Transfer of GAC Program Courses**

GAC course code	GAC course name	LCSC equivalent	Credits	Satisfies Core requirement
GAC005	Computing I: Introduction to Computing for Academic Study	Elective	3	No
GAC006	Business, Science and Social Science I: Communication Skills	Elective	3	No
GAC010	Mathematics II: Probability, Statistics & Finance	Elective	3	No
GAC011	Computing II: Data Management	Elective	3	No
GAC012	Business II: Business Studies	BUS-101	3	No
GAC013 & GAC023	Science II: Scientific Principles & Science III: General Science	NS-150	3	Yes
GAC015	Academic English III: Reading & Writing Skills	ENGL-101	3	Yes
GAC016 OR GAC024	Mathematics III: Calculus & Advanced Applications	Math Core	3	Yes
GAC017	Computing III: Digital Communication	Elective	3	No
GAC022	Business III: Digital Communication	Elective	3	No
GAC023	Science III: General Science	General Education Elective	3	Yes
GAC024	Discrete Mathematics	Elective	3	No
GAC027	Social Science II: Identity & Interaction in Society	Social Science Core	3	Yes
GAC028	Social Science III: Research Skills and Global Issues	Elective	3	No
<b>Total</b>			<b>42</b>	

**Study Abroad in Idaho Program**

LC State offers the Study Abroad in Idaho program to international students currently studying in approved overseas universities. Students may be approved to study for a semester or a year at LC State and pre-arrange for credit to be transferred back to their home university. Students applying for this program must have completed at least 1 year of study at their home university with at least a 2.5 GPA (on a 4-point scale). The home university may place additional requirements on students participating in this program. Students will be allowed to study LC State courses based their major, their academic background and availability of classes at LC State. Students are expected to have pre-approval from their home university for at least 8 courses each semester (students will enroll in 4-6 classes each semester depending on their major). English language proficiency requirements can be found on the International Admissions Page (<https://www.lcsc.edu/international/international-admissions/>). Applicants who meet the English

language proficiency requirement for undergraduate study may be admitted in either the Fall or Spring. Applicants who do not meet the undergraduate English language requirements may be admitted to the Bridge Pathway Program based on their English proficiency exam scores. Students who then meet the English language requirements for college or who complete the Bridge program with a GPA of at least 3.0 and at least a C grade in their college class will be allowed to study college classes full time as part of the Study Abroad in Idaho Program.

## Placement Testing

Applicants who have not taken the SAT or ACT exams will be required to take an LC State Math placement test.

## Immigration Procedures

The Immigration Form I-20 is a U.S. government form issued only by designated school officials. The I-20 states that a student has been accepted for a full course of study and has submitted documents proving that they have enough money to study in the U.S. without working illegally or suffering from poverty. A student must have an I-20 to obtain a student visa for study in the U.S., or to maintain lawful immigration status when transferring between academic institutions in the U.S.

Students must provide one or more of the following forms of financial certification for the I-20: 1) Student's original bank letter/statement showing student has funds sufficient to support the full course of study; 2) Signed Certificate of Financial Responsibility from sponsor(s) with documentation of sponsor's financial ability to support the full course of study, such as original bank statements, formal proof of income, or copies of tax documents; 3) Sponsor affidavit of free room and board; 4) An official letter of support completed by a government sponsor indicating amount of support, duration of support, and conditions for receiving continued support, and/or 5) Scholarship award letters indicating amount of support, duration of support, and conditions for continued eligibility.

## International Scholarships

LC State offers international student scholarships. Eligibility criteria are detailed on the International Scholarships Page (<https://www.lcsc.edu/international/scholarships/>). The International Academic Scholarship awards \$5449 per semester to qualified new international undergraduate students. New students are automatically considered for the International Academic Scholarship and do not need to submit a separate application.

Qualified international transfer applicants from select community colleges are eligible to apply for the Community College Transfer Scholarship. To apply for the Community College Transfer Scholarship, contact [international@lcsc.edu](mailto:international@lcsc.edu) for additional information.

### Eligibility

The International Academic Scholarship is a renewable semester-based award that reduces the non-resident portion of tuition. International Academic Scholarships can only be applied toward the non-resident (out-of-state) portion of the student's tuition. Eligibility criteria to apply for the Community College Transfer Scholarship can be found on the International Scholarships Page (<https://www.lcsc.edu/international/scholarships/>). International students are eligible to receive these awards for the duration of their enrollment at LC State if they maintain a 3.0 cumulative grade point average, enroll in 12 or more credits each semester, and maintain satisfactory academic progress.

### Renewal

Scholarship renewal requires students to maintain a 3.0 cumulative grade point average, enroll in 12 or more credits each semester, and maintain satisfactory academic progress.

## Contact Information

**Study Away Coordinator:** Beth Matuska

**Office:** RCH 212

**Phone:** 208-792-2329 or 208-792-2177

**Web:** <http://www.lcsc.edu/study-away/>

**E-mail:** [studyaway@lcsc.edu](mailto:studyaway@lcsc.edu)

Students at LC State have the following options for approved study away programs:

- National Student Exchange (NSE) (<https://nse.org/>)
- ISA by Worldstrides (<https://www.studiesabroad.com/>)
- Study away through approved LC State study away third-party program providers
- Faculty-led study away programs

Students participating in the above programs are required to work with the Study Away Coordinator (<https://www.lcsc.edu/study-away/meet-the-staff/beth-a-matuska/>) and other LC State officers to facilitate credit transfer and financial aid/scholarships. Application fees vary with the type of program chosen. Students who choose independent/self-directed programs are individually responsible for arranging all parts of their proposed program, including finances. As independent/self-directed programs are not official LC State study away programs, LC State financial aid does not apply.

Students interested in studying away should note:

- Federal and institution financial aid is only available for approved LC State study abroad programs.
- Students reliant on financial aid are strongly encouraged to go abroad either for a full academic year or in the spring semester only. This is because the Financial Aid Office requires official transcripts for Fall coursework before disbursing Spring awards.
- LC State reviews its list of approved programs annually and has selected to work with the chosen partners and programs based on a number of factors, including financial, risk management, academic and LCSC international strategy considerations. Programs will not be added to the official LC State list based solely on individual student interest.
- Scholarships:
  - Institutional scholarships available only to LC State students (may be applied for through the Study Away office):
    - Helen Bernfield Study Away Endowment Scholarship
    - Study Away Scholarship
  - External Scholarships are available through the third party program providers, government institutions and other private organizations. Inquire with the Study Away Coordinator for current opportunities, including NSEP/Boren and Gilman scholarships.

## Student Eligibility

- Students must be fully admitted and degree-seeking. Dual-enrolled students are not fully admitted until they complete high school.
- Students must be registered full-time in the fall or spring semester before the term away/abroad.
- Students must have at least a 2.75 GPA (higher for some programs).
- Students must have sophomore standing (transfer credit is applicable).

For more information, contact the Study Away Coordinator (<https://www.lcsc.edu/study-away/meet-the-staff/beth-a-matuska/>) at 208-792-2329. Students should first discuss study away plans with their academic advisor.

## Options

Note: Travel risks may limit or cancel study away options. The U.S. Department of State Travel Advisories (<https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html/>) and CDC Travel Health Notices (<https://wwwnc.cdc.gov/travel/notices/>) pages post up-to-date travel information for locations around the world.

### NATIONAL STUDENT EXCHANGE (NSE)

LC State is a member of National Student Exchange (<https://nse.org/>), a consortium of four-year colleges and universities in the United States, its territories and Canada that have joined together for the purpose of exchanging students among the member institutions. Students may study away for a semester or a year, with occasional opportunities made available for summer terms. Outgoing LC State students who participate in the NSE program pay LC State tuition and fees, plus a \$200 application fee (\$150 NSE, \$50 LCSC Study Away). They do not pay tuition or fees at the host institution, except for special class or lab fees, activity fees, room/board, etc. Incoming NSE exchange students do not pay LC State tuition and fees, as they will have already paid these at the home institution. The only fees paid to LC State in that case are special class or lab fees, activity fees, room/board, etc. Financial aid may apply for out-going LC State students, but is not available to incoming NSE exchange students, who should apply for financial aid from their home institution prior to the exchange. Incoming and outgoing exchange students must show proof of medical insurance for the duration of their exchange. For more information, visit [www.nse.org](http://www.nse.org) (<http://www.nse.org/>).

### INTERNATIONAL STUDIES ABROAD (ISA)

LC State has an agreement with the ISA program to offer summer, semester, and year abroad options in more than 20 countries around the world. Students who participate in the ISA program do not pay LC State tuition. Instead, they pay a \$95 deposit to ISA along with the program cost, plus a \$50 LC State Study Away Application fee. Financial aid may apply. For more information, visit [www.studiesabroad.com](http://www.studiesabroad.com) (<http://www.studiesabroad.com/>).

### FACULTY-LED SHORT-term PROGRAMS

Periodically, LC State may offer faculty-led short study away programs for LC State students to study language and culture in other countries while earning college credit. Contact the Study Away Coordinator for more information.

### SELF-DIRECTED STUDY ABROAD

If a student wishes to study abroad at an institution not available through LC State's contracted partners, they may apply to that program or school directly and then transfer credit back to LC State, just as if they had chosen to transfer out of LCSC for that period. The student is not enrolled at LC State for that period and is thus not eligible for federal or institutional financial aid from LC State for the period abroad. The student is responsible for arranging the exchange experience on their own and accepts all risks associated therein. Students interested in self-directed study abroad should consult with the LC State Administrative Services Risk Manager (<https://www.lcsc.edu/administrative-services/staff-directory/>) regarding foreign travel.