

International Student Admissions Guide

Thank you for your interest in Houston Baptist University! The HBU student body boasts an international population representing over 30 countries, and we are thrilled that you are considering joining the Husky family. Please review this guide and submit all the necessary documents to complete your application.

International applicants seeking admission should apply and submit all necessary documents to International Admissions before the following deadlines:

Fall : May 1st

Spring : October 1st

Summer : March 1st

The following documents are required for international applicants in order to be considered for admission (each is explained in more detail on following pages):

Step 1: Complete Houston Baptist University's Application for Admission online

- www.hbu.edu/apply for undergraduate applications or www.hbu.edu/graduateadmissions for graduate applications.
- Select "International" for citizenship and fill in the appropriate immigration details.

Step 2: Request that your academic transcripts are sent to HBU's International Admissions

- **Any education completed outside the U.S. must first be sent to a foreign transcript evaluation agency.**

Step 3: Show proof of sufficient English skills

- TOEFL, IELTS, SAT and/or ACT scores, OR
- Completion of two (2) classes of collegiate English taken in the United States OR
- Certificate of completion from Language Consultants International (ESL program) OR
- A bachelor's degree or equivalent at an accredited institution of higher education whose instruction is conducted in English.

Step 4: Submit copies of your Passport and international documents

- Passport must be valid for at least 6 months.
- If you are currently in the United States and/or hold a valid visa for the USA, please submit a copy of your visa and/or USCIS Notice of Action AND I-94
- *Students who are participating in one of HBU's online degree programs from overseas and do not plan to enter the USA as part of their program will be exempt from this.*

Step 5: For F1 Applicants ONLY – Show proof of financial support for your studies.

- Complete HBU's Financial Affidavit AND
- Submit a copy of an official bank statement or letter, showing the full amount of funding for one academic year
- If you hold a valid F1 visa, you will also need to submit a copy of your most recent I-20 AND a Transfer In Form completed by your current international student advisor

Please submit all documents together to assist with a quicker processing time. Submitting documents separately will delay a decision on your application. You may send documents to goglobal@hbu.edu for undergraduate applications or gradadmissions@hbu.edu for graduate applications.

Demonstration of Sufficient English Language Skills

All international students **must** demonstrate English proficiency in order to be considered for admission to Houston Baptist University. This is to help ensure that you will be equipped to keep up with the academic rigor of your coursework. You must provide scores for one of the following options for proof of sufficient English skills.

Students who speak English as their native language are encouraged to take the SAT and/or ACT to determine academic ability and eligibility for merit scholarships. More information for international testing can be found at international.collegeboard.org.

Option 1:

Successful completion of one or more of the following tests. Only original score reports sent directly by the testing service center will be considered.

Test	Minimum Score	Institutional Code
TOEFL: Internet-Based	80	6282
TOEFL: Paper-Based	550	
IELTS	6.5 on Academic Module	N/A
SAT I	1000 Composite AND 480 Critical Reading	6282
ACT	21 Composite 20 English	4101

Option 2:

Successful completion of two (2) semesters of non-remedial freshman English from a regionally-accredited U.S. institution of higher education. Students must receive a letter grade of 'C' or better. English courses below the equivalent of Composition I and Composition II will not be considered. Transfer students who have only completed one semester of English will be asked to show test scores as in Option 1.

Option 3:

Completion of the English Language Program from Language Consultants International:
www.englishlci.edu or 832-571-1007

Option 3:

Graduate and Post-Baccalaureate applicants who hold a bachelor's degree or higher from an accredited institution of higher education whose instruction is conducted in English.

If you struggle with the English language or find you have difficulty meeting our minimum requirements, we encourage you to enroll in an Intensive English Program and apply to HBU at a later time. Exceptions will not be made.

International Documents For Students Seeking to Apply for the F1 Student Visa from Abroad

Students who do not currently hold a valid visa for the United States will need to apply for an F1 student visa prior to beginning their studies here in the USA.* Your application to Houston Baptist University will not be considered without the necessary international documents listed below.

Please submit the following international documents:

- **Passport** – copy of passport information page, including your photo, passport number and expiration date. It must be valid for another six (6) months minimum. If your passport is near expiration, please renew it as soon as possible.
- **HBU Financial Affidavit*** AND
- **3 Months of Bank Statements or an Official Bank Letter from financial sponsor's bank**

*All students seeking the F1 student visa **MUST** show proof of financial support, per Federal Immigration Regulations. Complete HBU's Financial Affidavit and attach an official statement or letter from your bank showing the total amount for one academic year. This is **NOT** considered a payment to the University and is only used for the purposes of issuing I-20 documentation. You will need to set up a payment plan with the Financial Aid Office after you have been admitted.

Please submit all documents (passport copy and financial documents) together to assist with a quicker processing time. Submitting documents separately will delay a decision on your application. You may send documents to: goglobal@hbu.edu for undergraduate or gradadmissions@hbu.edu for graduate admissions.

Once your application is complete and all of your supplemental items have been processed, we will make a decision on your application. If your application to HBU is successful, you will receive an Acceptance Packet in the mail which will include your official offer letter, an I-20 form, and instructions on how to apply for the F1 student visa. It is important that the address you provide on your application is correct.

Visa processing times vary from country to country. We encourage admitted students to begin their application process for their visa as soon as they receive their Acceptance Packet.

**Students who are participating in one of HBU's online degree programs from overseas and do not plan to enter the USA as part of their program will be exempt from this.*

International Documents For Students Currently Holding a Valid Visa for the United States

Your application to Houston Baptist University will not be considered without the necessary international documents listed below. Once your application is complete and all of your supplemental items have been processed, we will make a decision on your application. You will receive a decision letter along with the next steps to take regarding your immigration status.

Students who currently hold a valid visa* for the United States will also need to submit the following international documents:

- **Passport** – copy of passport information page, including your photo, passport number and expiration date. It must be valid for another six (6) months minimum. If your passport is near expiration, please renew it as soon as possible.
- **Copy of Visa or USCIS Notice of Action AND**
- **Copy of I-94**

Current F1 and F2 visa holders must also submit the following in addition to copy of passport, visa and I-94:

- **Copy of most recent I-20 form**
- **International Advisor's Form****
- **HBU Financial Affidavit*** AND**
- **Official statement or letter from your bank**

Please submit all documents (passport copy, visa information, financial documents, etc.) together to assist with a quicker processing time. Submitting documents separately will delay a decision on your application. You may send documents to: goglobal@hbu.edu for undergraduate or gradadmissions@hbu.edu for graduate admissions.

*Not all visa types are legally eligible to study at HBU. Depending on your visa type, you may be asked to apply for a Change of Status to the F1 student visa **prior** to beginning classes. Additional information may be requested at that time.

** Your immigration records should ONLY be transferred in SEVIS **after** you have received a letter of admission from HBU and you have completed your current semester at your current school.

*** All students seeking the F1 student visa **MUST** show proof of financial support, as per Federal Immigration Regulations. Fill out HBU's Financial Affidavit and attach an official statement or letter from your bank showing the total amount for one academic year. This is **NOT** considered a payment to the University and is only used for the purposes of issuing I-20 documentation. You will need to set up a payment plan with the Financial Aid Office after you have been admitted.

Transcript Evaluations

HBU requires that all education outside the United States be evaluated by an outside evaluation service. We are not able to use original international transcripts to make an admissions decision.

You must contact the agency directly and submit your documents to them. The evaluation agency will send an official evaluation of your transcripts directly to HBU including a GPA, or Grade Point Average. Undergraduate students with collegiate credits and Graduate students who wish to petition for transfer credits must request a "detailed, course-by-course" evaluation of any University-level work.

Evaluation agencies approved by Houston Baptist University are:

Evaluation Agency	Website	Phone Number
SDR Educational Consultants	sdr.netfirms.com	(713) 460-5344
SpanTran Educational Services	en.spantran-edu.com	(713) 266-8805
Foreign Credential Services of America	www.fcsa.biz	(512) 459-8428
Global Credential Evaluators, Inc.	www.cseus.com	(800) 517-4754

Important information for Transfer Students: Please note that University-level classes taken outside the United States may not be credited towards your degree program. HBU will review your coursework and determine if it is applied as specific or elective credit. You may petition to have your credits counted if they are less than ten (10) years old; however, you will be asked to provide a course description and syllabus. This is done on a course-by-course basis and there is no guarantee it will be approved by the appropriate academic department. Classes taken at a remedial level or graded as Pass/Fail will not be accepted.