

Application Requirements

Checklist

- Completed application form and financial certification form** (included in this application booklet).
- Writing sample:** The writing sample should be 250-500 words (typed) and needs to be on one of the topics listed in this application booklet.
- English proficiency:** A list of acceptable English proficiency alternatives are listed at www.stthomas.edu/admissions/international/ugadmreq/english. Test scores must be official and current within the last two years. Test scores must be sent directly from the testing service.
- Official documentation of financial support:** See the Financial Certification form in this booklet.
- All high school transcripts (photocopies acceptable):** Must be accompanied by certified English translations. Errors or omissions in English translations may be grounds for refusal or dismissal. You must provide original, official, final transcripts before registration for classes at St. Thomas.
- All college and/or university transcripts (photocopies acceptable):** Transcripts from every college or university attended must be sent to the Office of International Recruiting and Admissions. Please provide any and all course descriptions and course catalogs. All transcripts must be accompanied by certified English translations except for the course catalog. Errors or omissions in English translations may be grounds for refusal or dismissal. Omission of transcripts from a college or university attended may be grounds for refusal or dismissal. You must provide original, official transcripts before registration for classes at St. Thomas.
- Dean of Student Life Form:** Applicants applying to transfer from a college or university inside the United States should complete the form found at www.stthomas.edu/admissions/international/files/dean.pdf.
- Copy of passport picture page:** All applicants should include a copy of the picture page from their current passport.
- Copy of dependents' passport picture page(s):** Applicants who will be bringing a dependent (spouse or child) to the United States should include a copy of the picture page of the current passport of each dependent who will be accompanying the applicant.
- Copy of current visa and I-94 card:** Applicants currently inside the United States should include a copy of their current visa and a copy of the I-94 card issued upon their most recent entry into the United States.
- Copy of current I-20:** Applicants currently attending a high school, college, or university inside the United States on an F-1 visa should include a copy of their most recent I-20 form.
- SEVIS Transfer Form (F-1 Immigration Transfer Form):** Applicants currently attending a high school, college, or university inside the United States should complete the form found at www.stthomas.edu/admissions/international/files/SevisTransferForm.pdf.
- (Optional) Scholarship application information and scholarship essay** (included in this application booklet).

Mailing address:

University of St. Thomas
Office of International Recruiting and Admissions
Mail 44C
2115 Summit Avenue
St. Paul, MN 55105-1096
U.S.A.