

**INSTRUCTIONS FOR INTERNATIONAL APPLICANTS FOR ADMISSION TO AN  
UNDERGRADUATE DEGREE PROGRAM AT SAGE AFTER WORK**

Thank you for your interest in an undergraduate degree program at Sage After Work. Please read the following instructions very carefully and arrange to submit all necessary credentials.

Before your application can be considered you must submit:

**Application Form.** An application for admission should be submitted directly to Sage After Work at the address above. The application fee is \$30.00. Payment must be made by check in US dollars, payable to Sage After Work. The applicants name should be clearly marked on the check. Please do not send currency.

**Academic Credentials.** Official transcripts and/or leaving certificate from the secondary schools and all universities or colleges the student attended should be sent directly from the institution (s) to the Office of Admission. If an original transcript/certificate cannot be obtained, copies certified by a Notary Public or an appropriate school or government official must be submitted. All applicants must submit proof of graduation from their secondary school. Certified translations must be provided for documents supplied in a language other than English. Please note that all transcripts submitted become the property of Sage After Work and will not be returned to the applicant.

\*Certified course-by-course evaluations of foreign credentials must be provided by all transfer applicants and any freshman applicants who have taken college level work at a university or at the secondary school level. The evaluation must include grade and credit hour equivalents for each course. Forward the official transcripts and translations if necessary to World Education Services (WES). Applications for this service are available from the World Education Services, PO Box 745, Old Chelsea Station, New York, NY 10013.

**Proof of English Proficiency.** Applicants whose native language is not English are required to submit proof of English proficiency. Results of the Test of English as a Foreign Language (TOEFL) minimum score of 550 (paper), computerized score of 213 or internet based score of 79 are accepted. Applicants can also submit SAT I results in lieu of the TOEFL with a minimum composite score of 980 (minimum 500 verbal) , or a transcript from the English Language School (ELS) documenting fluency at level 109 or above. Please Note: Information regarding TOEFL and TSE dates and locations are available from the Educational Testing Service, Box 899 TOEFL, Princeton, NJ 08541 or online at <http://www.toefl.org>. Sage After Work's institution code is 2443.

Applicants who have previously attended a high school, college or university in the United States for more than two years and have earned passing grades in English courses may be exempt from an English proficiency exam.

**Proof of Financial Support.** Applications must complete the Sage After Work International Financial Statement to verify that the applicant has access to sufficient financial resources to attend the College. This form, along with supporting bank documents, acceptance and enrollment deposit must be submitted before Sage After Work can issue the I-20 form necessary to secure a student visa. Financial assistance is not available to international students.

**ESTIMATED YEARLY EXPENSES**

Tuition	\$9,240
Books and Personal Expenses	\$ 2,530
<b>TOTAL</b>	<b>\$11,770</b>

Please Note: The Books and Personal Expenses amount includes average estimated expenses for transportation costs and other miscellaneous items.

### **Instructions for completing Sage After Work's International Student Financial Statement**

All international students must document their ability to pay for all tuition and living expenses while attending the Sage After Work. All sources you submit must be:

1. Indicated in US dollars
2. Current (not more than six months old)
3. Addressed to the Sage Colleges and no other college or university
4. Written in English or accompanied by a certified English Translation.

Please note: All funding documents provided must equal the cost of tuition, fees, living expenses, books, supplies, and health insurance for your program.

International Students who have F-1 or J-1 visas and who study at US Colleges and universities are expected to comply with all United States Immigration regulations pertaining to the F-1 or J-1 visa status during their course of study in the United States.

PLEASE NOTE: A decision on an international application for admission cannot be made until **all** credentials have been submitted. An I-20 form is issued after the applicant has been accepted and has submitted the appropriate enrollment deposit.

### **Students Responsibilities for Maintaining Legal Immigration Status While in the US**

1. Have a valid passport
2. Maintain a valid, current and accurate I-20
3. Attend the authorized school
4. Maintain **full time** status