APPLICATION FOR THE INTENSIVE ENGLISH PROGRAM (IEP)
The Intensive English Program (IEP) was established at Xavier in 1970. The mission of the program is to provide intensive English language instruction and academic training for international students who intend to enter an American university or improve their ability to use English for professional purposes.

International students from all over the world choose this University-based program for its excellent teaching and outstanding student services. Core classes focus on listening, speaking, reading and writing skills. Elective courses such as TOEFL preparation, pronunciation and career English are offered on a rotating basis. Please ask about the schedule when you apply.

Four levels of instruction are offered: high beginning, intermediate, high intermediate and advanced. Students attend daytime classes Monday through Friday for a total of 20-26 hours per week, and extensive homework is assigned each day. Enrollment is diverse, with students coming from many different countries around the world. Class sizes are small, averaging 15 students per class. Courses at the intermediate, high intermediate and advanced levels are given some academic credit toward a degree at Xavier University.

The Intensive English Program is accredited by CEA, the Commission on English Language Program Accreditation and is a member of AAIEP, the American Association of Intensive English Programs. All instructors have master’s degrees and several years of experience teaching English as a second language. Xavier’s Intensive English instructors are trained and dedicated professionals who are well-qualified to help students master English and adjust to life in the United States.

The ITP TOEFL may be used for admission to Xavier University in combination with their English language grades. Students who plan to attend other schools must arrange to take the official TOEFL or other tests required by these schools. Students who enroll at the beginning level should expect to study for three to four semesters before achieving the necessary English proficiency to enroll in degree programs.

On-campus housing in University residence halls is available through the Office of Residence Life. Living in University residence halls requires early application and cannot always be guaranteed. Students may be assigned to a double room (with a roommate). Apartment-style residence halls may be available. Students who want to live on campus must complete a separate housing application form and submit a deposit. Fall applicants should submit tuition and housing deposits by May 1 to guarantee housing on campus.
UNIVERSITY SERVICES AND ACTIVITIES

Students in the Intensive English Program have full access to Xavier University services and facilities, including computer labs, food services, the health and counseling center, the sports center and University libraries. Other facilities include a recreation park—with sports fields, tennis courts, and a bike and exercise path—and the Gallagher Student Center.

In addition, International Student and Scholar Services provides support to all international students in many ways. It conducts an excellent orientation to the campus and to living in the United States, and it gives assistance in the areas of cultural adjustment, housing and immigration matters. Special programs and recreational activities are sponsored by the office throughout the academic year. Please note that campus dining services are limited during the summer session. Summer-session students may also purchase or prepare food themselves using limited kitchen facilities available in the residence halls.

GENERAL VISA INFORMATION

F-1 (STUDENT) VISA

Most non-immigrant international students need an F-1 visa to come to and study in the United States. Do not plan to enter the United States on a B-1/B-2 (visitor visa) and change status while you are here.

THE I-20

International Student and Scholar Services issues the Form I-20 (certificate of eligibility) once the student is accepted and shows proof of funding to cover all expected expenses in the United States. This document is mailed in the admission packet.

In order to receive your admission packet, you will need to register online with eShipGlobal and pay the associated shipping fees. For more information please visit http://www.xavier.edu/express-mail.

THE VISA PROCESS

Students generally apply for the F-1 visa at the U.S. consulate in the country of their residence. Prior to applying for the visa, students are expected to pay a $200 SEVIS fee and include the receipt with the visa application. In addition, students should be prepared to provide at least a passport, Form I-20 and financial documentation. Because different consulates have different processes, students are encouraged to check the individual consulate’s web site or contact the consulate directly for information about the application process and time. Because it generally takes a long time for the visa to be processed, we encourage students to apply to Xavier as early as possible.

ADMISSION TO THE INTENSIVE ENGLISH PROGRAM AND XAVIER UNIVERSITY

The Intensive English Program

To be admitted to the IEP, students are required to have a secondary-school degree or certificate equivalent to an American high school diploma.

Admission to the Intensive English Program and successful completion of the program does not constitute admission to any other program at Xavier.

A separate application must be submitted to apply to any other program at Xavier University. Please note that grades received in the Intensive English Program also are considered in admission decisions.

Xavier Degree Programs

Students wishing to pursue a degree program at Xavier University can apply for admission prior to their arrival and enroll in the IEP to achieve the proficiency in English needed to succeed in University classes. Academic credit received in IEP courses may be counted as elective credit toward an undergraduate degree.

To apply for a bachelor’s or master’s degree program, students must submit official transcripts of their grades in secondary school and from any university study and a completed application for admission to the degree program. In addition, students should submit scores from qualifying tests (such as the TOEFL for all students, and GMAT or GRE for master’s degree students). Undergraduate students can apply for admission to Xavier University upon receiving a minimum score of 530 on the TOEFL (71 for the iBT TOEFL). Please contact the Office of Admission directly to apply for an undergraduate program. Graduate ESL students can begin the admission process with a TOEFL score of 550 (79-80 iBT). Please contact graduate programs directly for information about applying.
In order to be considered for admission to the Xavier University Intensive English Program, students must submit the following required documents to the Office of Admission:

**APPLICATION PROCEDURES AND DEADLINES**

1. **Application for International Admission**
   The application form should be carefully completed with your name and mailing address exactly as it should appear on future correspondence and as it appears on your passport. Please remember to sign and date your application.

2. **Evidence of Secondary School Completion**
   Submit a copy of your high school, secondary school, or university record/certificate. If not in English, please provide a translated copy. To have the ability to benefit from instruction in the IEP, students should have completed at least secondary school. Official transcripts are not required for admission to the Intensive English Program, but Xavier strongly recommends a credential evaluation for international transcripts for applicants who will later enroll at Xavier for a degree program.

In addition, in order to expedite your immigration paperwork, we recommend you provide the following documents along with your application materials:

3. **Copy of Passport**
   Copy of the pages of your passport where your picture and information is shown. You may submit a copy of your passport via email to xuadmit@xavier.edu.

4. **Official Bank Statement**
   The official bank statement or certified official bank letter must be original (no faxed, emailed or scanned copies accepted), verify the sponsor’s name, and show sufficient funds for one academic year. Tuition and fee information can be found on the Intensive English Program’s website at www.xavier.edu/esl.

5. **Financial Statement**
   The attached financial statement must be completely filled out and signed (for each sponsor if there is more than one) if the financial documents are not under the student’s name. You may scan and submit this form via email to xuadmit@xavier.edu.

6. **SEVIS Record Transfer Form (Transfer Students Only)**
   The student must complete a SEVIS Record Transfer Form. A section of the form must be completed by the current International Student Advisor at the college/university from which the student is transferring. The form can be found online at www.xavier.edu/sevis-form. You may scan and submit this form via email to xuadmit@xavier.edu. Students transferring in must also provide transcripts (grades) from current school.

To be considered, students should mail the completed application no later than the priority deadline listed for each term. Late applications will be considered, but admission cannot be guaranteed. Send applications to:

Xavier University  
Office of Admission  
3800 Victory Parkway  
Cincinnati, Ohio 45207-5131 USA  
Phone: +1-513-745-3301  
Fax: +1-513-745-4319  
Email: xuadmit@xavier.edu

**General calendar and priority application deadlines**
(Please visit our website at www.xavier.edu/esl for exact dates.)

The Intensive English Program follows the academic calendar at Xavier University, which is based on a semester system. Semesters average 16 weeks in length.

- **Fall semester** begins in late August and ends in mid-December.  
  **Fall priority deadline:** June 1
- **Spring semester** begins in early January and ends in early May.  
  **Spring priority deadline:** Oct. 15
- **A 12-week summer term** is available for IEP students, from late May to early August.  
  **Summer priority deadline:** March 1

Late applications will be considered, but please note that admission cannot be guaranteed. It is important to apply as early as possible to allow enough time to mail documents and obtain a student visa.

**A note about half-semesters:**
To provide some flexibility, IEP students may enroll for a half-semester. If space is available, students may enroll for the first half or the second half of the regular semester. Please note that space cannot be guaranteed.
PERSONAL INFORMATION (Please type or print clearly in ink.)

1. Legal name
   (in English as it appears on your passport) last/family name
   Preferred first name
   Social Security number (if applicable)

2. Other name(s) records may be listed under (maiden)

3. Date of birth / / 
   month day year

4. City and country of birth
   Country of citizenship

5. Gender  □ Male  □ Female

6. Marital status  □ Single  □ Married

7. Permanent foreign mailing address (mandatory). Please write your mailing address in English below, exactly as it should appear on an envelope. Please include the house or apartment number, street, city, postal code, country and any other needed mailing information.

8. Home telephone

9. U.S. mailing address (if any)

10. Local telephone (if any)

ENROLLMENT INFORMATION

11. I am applying for the (check one) □ Fall term 20 (August–December)
    □ Spring term 20 (January–May)
    □ Summer term 20 (May–August)

12. How many semesters do you plan to be enrolled?  □ one semester  □ two semesters  □ three or four semesters

13. Do you have U.S. citizenship? □ Yes  □ No

14. Are you a permanent resident of the U.S.? □ Yes  □ No

15. If you are currently in the U.S., what kind of visa status do you have? Expiration date of status?

16. Will you request a student F-1 visa? □ Yes  □ No (Please attach copy of passport page for issuance of I-20.)

17. Do you plan to live on campus? □ Yes  □ No (If yes, you will receive a deposit form and instructions on how to apply for housing in your admission packet.)

18. From whom or what organization did you receive this application?

19. Do you plan to bring dependents (spouse or children)? □ Yes  □ No
    If yes, please attach a copy of passport page for each dependent and a sheet of paper that lists for each dependent: name, relationship to applicant, date of birth, city and country of birth, country of citizenship.
ACADEMIC INFORMATION

20. Schools you have attended, beginning with the most recent:

<table>
<thead>
<tr>
<th>School name</th>
<th>Location (city, country)</th>
<th>Enrollment dates (month/year) to</th>
<th>to</th>
</tr>
</thead>
</table>

21. Are you planning to enroll in a degree program once you have completed IEP? Yes ☐ No ☐

22. If yes, please list intended major or program:

To be considered for a degree program, you must submit an undergraduate application in addition to the application for IEP.

This application can be obtained at the Office of Admission or on the Xavier website (www.xavier.edu). If you plan to enroll in a graduate program, please list the program. Your interest will be forwarded to the appropriate graduate office.

CERTIFICATION AND SIGNATURE

I certify that the information given above is complete and accurate to the best of my knowledge. I agree to comply with the requirements of the University. I understand that it takes at least four weeks to check credentials and make administrative arrangements for the acceptance of international students. I also understand that any falsification of information will result in rejection of admission or dismissal if admitted.

Student signature Date

Please forward this application and other official documentation to the following address:

Xavier University
Office of Admission
3800 Victory Parkway
Cincinnati, Ohio 45207-5131 USA

Questions?
Call 1-513-745-3301

Xavier University is an academic community committed to equal opportunity for all persons regardless of age, sex, race, religion, handicap or national origin.
In accordance with federal regulations, Xavier University requires proof that international students who require an I-20 (needed for the F-1 visa) have sufficient funds to cover the cost of tuition and living expenses. The necessary funds are different for each program of study. Detailed cost information is provided on our website at www.xavier.edu/esl.

- Students must show funds of their own or prove they have a sponsor or sponsors who will cover the expenses.
- Students who are covering their own expenses must complete part one below and attach an official bank statement.

**PART ONE**

<table>
<thead>
<tr>
<th>Student’s name</th>
<th>Email address @</th>
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<tbody>
<tr>
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</table>

Permanent mailing address

Date of birth / / Country of birth

I, ___________________________________ (student’s name), have available to me funds in the amount of at least $ _______________ in U.S. dollars for each year of my studies at Xavier University. I have attached a certified bank statement to show that these funds are available. (The bank statement must clearly indicate that these funds are in the student’s name.)

Student’s signature Date

Please list all sponsors here

**PART TWO**

<table>
<thead>
<tr>
<th>Sponsor’s name</th>
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<tbody>
<tr>
<td></td>
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</table>

Sponsor’s relationship to applicant

Sponsor’s mailing address

Sponsor’s phone Sponsor’s fax Sponsor’s email @

I, ___________________________________ (sponsor’s name) certify that funds of at least $ _______________ in U.S. dollars per year will be provided for ___________________________________ (student’s name). A certified bank statement is attached.

Sponsor’s signature Date

Original financial documents should be mailed directly to the Office of Admission, Xavier University, 3800 Victory Parkway, Cincinnati, Ohio 45207-5131 USA. All other materials can be sent via email to xuadmit@xavier.edu or faxed to the Office of Admission at +1-513-745-4319.
Academic programs are housed in three colleges: Arts and Sciences; Professional Sciences; and the Williams College of Business.

Actuarial Science
Advanced Technology*
Advertising
Africana Studies*
Applied Biology
Applied Chemistry (Pre-Chemical Engineering)
Art
  Ceramics
  Drawing
  Fiber Arts
  History
  Painting
  Photography
  Printmaking
  Sculpture
  Art Education
Athletic Training
Biochemistry*
Biology
Biophysics
Business
  Accounting
  Economics (BSBA)
  Entrepreneurial Studies
  Finance
  Information Systems
  International Business
  Management
  Marketing
  Strategic Human Resource Management
Catholicism & Culture*
Chemical Science
Chemistry
Classical Humanities
Classics
Communication Arts - Undecided
Communication Studies
Computer Science (BA)
Computer Science (BS)
Corrections*
Criminal Justice
Economics (BA)

Education
  Early Childhood Education
  Middle Childhood Education
  Montessori Education
  Professional (Secondary)*
  Special Education
  Teaching Life Sciences & Chemistry
  Teaching Life Sciences & Physics
  Teaching Life Sciences
  Teaching Physical Sciences
Electronic Media
Engineering Physics
English
Fine Arts
Forensic Science*
French
Gender and Diversity Studies
German
Graphic Design
Greek*
Honors Bachelor of Arts
Health Services
  Information Management
  Long Term Care
History
Human-Centered Making
Information Technology*
Innovation Engineering*
International Studies
  Europe
  International Business
  Latin America
  Post Colonial
Jazz*
Jewish Studies*
Latin*
Latin American Studies*
Life Sciences for Business
Mathematics
Media Studies*
Modern Languages & International Economics
Music Education
Music
Musical Theatre*
Natural Sciences (Pre-Med)
Nursing
Occupational Therapy
Peace Studies*
Philosophy
Physics
Political Science
Philosophy, Politics and the Public
Pre-Pharmacy
Pre-Physical Therapy*
Psychology
Public Relations
Radiologic Technology
Religious Studies*
Sacred Music
Social Work
Sociology
Spanish
Sport Management
Sport Marketing
Statistics*
Sustainability
  Economics, Sustainability & Society
  Environmental Science
  Land, Farming & Community
  Sustainability: Economics & Management
Theatre
Theatre Education
Theology
Writing*

* Offered as a minor only

Learn more at: xavier.edu/majors