

Full Name: \_\_\_\_\_  
(as on passport) *Family Name* *Given Names*

Home Country Address (required): \_\_\_\_\_ Other Address (agent or person in USA you allow to talk about this application.): \_\_\_\_\_

\_\_\_\_\_ city \_\_\_\_\_ province (state)

\_\_\_\_\_ country \_\_\_\_\_ post code

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Gender:  Male  
 Female

Date of Birth: (Month/Day/Year) \_\_\_\_\_

Place of Birth: (City and Country) \_\_\_\_\_

Marital Status:  Single  
 Married

Country of Citizenship: \_\_\_\_\_

Religion (optional): \_\_\_\_\_

**For which term are you applying?**  
(select one start date)

- 2009  Fall Semester (August)  
 2010  Fall Term 2 (ESL Only) (October)  
 2011  Spring Semester (January)  
 Spring Term 2 (ESL Only) (March)  
 Summer Term (May)

Which test have you taken?  TOEFL Score \_\_\_\_\_ Date \_\_\_\_\_  
 IELTS

How many years have you studied English? \_\_\_\_\_

What is your native language? \_\_\_\_\_

What will be your major area of study? \_\_\_\_\_

**Please list all secondary schools, colleges and universities you have attended (including U.S. schools):**

Name of School City/Country Dates of Attendance Name of Certificate

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I affirm that the information provided in this application is true and complete. I understand that providing false or misleading information, or failing to provide material information, may be grounds for rejecting my application or for canceling my enrollment. I authorize Capital to investigate all statements on this application and documents submitted in support of my application. I authorize any reference, including any schools, colleges, or universities I have previously attended to provide to Capital all academic and disciplinary information about me and I release them from all liability for providing such information.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Month/Day/Year

Do you plan to live in a Capital University dormitory?  NO  YES  
 Do you expect to attend Capital's ESL program first?  NO  YES  
 Rate yourself:  My English is ready for undergraduate study  I need a little ESL  I need a lot of ESL

**Who told you about Capital University?**

- Friend or Family who has lived in Columbus  
 Capital University Employee or Student  
 Other: \_\_\_\_\_  
 Internet search  
 Study Abroad Agency

**Are you already in the United States?**     Yes     No

- If you are in the USA now and your visa status is  **Student (F-1)** or  **Exchange Visitor (J-1)**, then complete the Capital University International Transfer Form.
- If you are in the USA now but your visa status is NOT **(F-1)** or **(J-1)**, what is your status? \_\_\_\_\_

List husband/wife and/or children **COMING TO THE USA** on an F-2/J-2 Visa:

	<u>Family Name</u>	<u>Given Names</u>	<u>Date of Birth</u> (Month/Day/Year)	<u>Country of Birth</u>	<u>Country of Citizenship</u>	<u>Relationship</u>
1.	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____	_____

○ To apply for the **UNDERGRADUATE** program, submit the following items:

1. This Undergraduate Application with your signature.
2. OFFICIAL External Examination Results
  - a. Examples: O-Levels, IB, IGCSE, ICSE, SSC, SPM, KCSE, etc.
3. OFFICIAL records/transcripts of all secondary and/or post secondary school work.
  - a. Originals or certified true copies must be issued by the school, Education Ministry, etc.
4. OFFICIAL score reports
  - a. Non-native English speakers: TOEFL (Capital's code: 1099) or IELTS
  - b. Native English speakers: SAT (Capital's code: 1099) or ACT (Capital's code: 3242)
5. One Letter of Recommendation
  - a. Should be from an instructor or advisor who is familiar with your academic work.
  - b. Should be on official school letterhead stationery.
6. One Personal Statement (300-500 words)
  - a. Should include some autobiographical information.
  - b. Should include your educational goals for study at Capital University.
7. Proof of funds for one year of tuition and living expenses (for F-1 students)
  - a. current, OFFICIAL bank statements
  - b. Capital's Affidavit of Support form signed by your sponsor
8. Photocopy of the name/birthdate page of your passport

○ Note

- Photocopies of documents in #2, #3, #4 and #7 that are certified by a **notary** or **translator** will NOT be accepted as OFFICIAL.
- All documents must be in English or translated into English.
- Non-English language documents must be sent together with their English translations.
- When you send original documents that are expensive or difficult to replace, consider using EMS, DHL, FedEx, etc.. Capital University is not responsible for loss of documents during shipment.
- There is no application fee.

**Please send all application materials to:**

Capital University  
International Education  
1 College and Main  
Columbus, Ohio 43209- 2394  
U.S.A.

Phone: (614) 236-7102  
Fax: (614) 236-6171  
international@capital.edu  
<http://www.capital.edu/>

For I-20 (F-1 visa/status)

Student name: \_\_\_\_\_

Sponsor name: \_\_\_\_\_

Relationship (for example: **Sponsor** is the father, aunt, friend, etc.) \_\_\_\_\_

Sponsor address: \_\_\_\_\_

Sponsor telephone or e-mail: \_\_\_\_\_

**Type of support (check one or both):**

- I promise that the amount of money indicated in any **bank statement(s)** submitted by me (now and in the future) is available each year to the student, if necessary, for the ENTIRE PERIOD of study at Capital University.
- I promise that the student may **live and eat in my Columbus-area home free of charge** for the student's ENTIRE PERIOD of study at Capital University.

**Sponsor Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_  
(Month/Day/Year)

For DS-2019 (J-1 visa/status) or I-20 (F-1 visa/status)

**Financial Certification for Applicants Sponsored by a Government, Agency, or Organization**

Each government, agency, or organization sponsoring a student should submit a letter (on official stationery) containing the following information:

1. Name of sponsoring institution
2. Amount of support to be provided
3. Specification that support will be provided for studies at Capital University
4. Period of time for which support will be provided
5. Title and name of person signing the letter
6. Billing information (if appropriate)

**Send Affidavit and Bank Statement(s) to:**

Capital University  
International Education  
1 College and Main  
Columbus, Ohio 43209- 2394  
U.S.A.

Phone: (614) 236-7102  
Fax: (614) 236-6171  
international@capital.edu  
<http://www.capital.edu>



Students who wish to be considered for a scholarship must submit this application form along with the two essays described below, the Undergraduate Application form, and all other admission requirements. There is no deadline for partial scholarships, however scholarship funds are limited and early submissions have a better chance receiving an award.

The primary criterion for scholarship awards is academic performance and potential for academic success. Financial need is secondary.

International scholarships are awarded to students in non-immigrant status. U.S. citizens or permanent residents are not eligible to apply for international scholarships. Scholarships are applied as a reduction of tuition each semester and are automatically renewed each year for students who maintain a 2.25 GPA or higher. Students are still responsible for the remainder of their expenses including tuition, fees, room & board, and other study and living expenses.

Student Information	
Full Name: _____ <small>(as on passport)                      Family Name                      Given Names</small>	
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth: (Month/Day/Year) _____ Expected visa type: <input type="checkbox"/> F-1 Academic <input type="checkbox"/> J Exchange visitor <input type="checkbox"/> Other
When do you expect to begin your studies at Capital University? (Month/Year) _____	Will you be: <input type="checkbox"/> attending university for the first time? <input type="checkbox"/> transferring from another college/university? <input type="checkbox"/> a returning Capital student?

Essays	
Both Essays Are Required	
<b>Essay 1</b> <ul style="list-style-type: none"> <li>Describe your significant educational achievements after 15 years old</li> <li>Tell how and why your academic performance has been superior to the performance of other students you went to school with.</li> </ul>	<b>Essay 2</b> <ul style="list-style-type: none"> <li>Discuss all significant leadership, work, community and sports experiences you have had.</li> <li>Tell how you think you can contribute to student life at Capital with these skills</li> </ul>

### Parents' Information

What is your parents' current marital status? (Mark only one box)

- Married                       Father living/ Mother deceased                       Mother living/ Father deceased  
 Separated/Divorced       Other (explain) \_\_\_\_\_

Father's name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Occupation/Title \_\_\_\_\_  
 Employer \_\_\_\_\_  
 Number of years with employer \_\_\_\_\_

Mother's name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Occupation/Title \_\_\_\_\_  
 Employer \_\_\_\_\_  
 Number of years with employer \_\_\_\_\_

How many people, including yourself, depend on the income of your parents for daily living expenses? \_\_\_\_\_

How many people depend on your income for daily living expenses? \_\_\_\_\_

*List all family members who depend on your or your parents' income below. Do not include yourself.*

Full name of family member	Age	Relationship to you	Educational information (current school year)					Educational information (next school year)				
			Name of school or college	Year in school or college	Tuition and fees	Room and board	Scholarships and gift aid	Amount of parents' contribution	Name of school or college	Total cost	Amount of parents' contribution	

### Financial Information

Please list the value of the following family assets (if applicable):

- a. Land and buildings                      US\$ \_\_\_\_\_  
 b. Savings                                      US\$ \_\_\_\_\_  
 c. Investments (such as stocks and bonds)      US\$ \_\_\_\_\_

### Explanation/Special Circumstances

Use this space to explain any unusual expenses, other debts, or special circumstances that Capital University should consider when it is deciding how much financial aid, if any, you will receive. Use additional sheets of paper if necessary.

### Certification and Authorization

We declare that the information on this form is true, correct, and complete. The college has our permission to verify the information reported by obtaining documentation as needed.

**WARNING:** Providing false information may jeopardize a student's visa status and furthermore may result in a college revoking its decision to enroll the student.

STUDENT'S SIGNATURE \_\_\_\_\_ Date \_\_\_\_\_

PARENT'S SIGNATURE \_\_\_\_\_ Date \_\_\_\_\_