



Admissions Requirement Checklist Undergraduate and Graduate Programs

Email: ssuadmissions@ssu.edu

Phone: San Diego: (619) 298-1829 - Irvine: (949) 833-8868 - Las Vegas: (702) 786-3788

1	*Application Fee (non-refundable): \$100 (Please see Enrollment Agreement for complete fee information)
2 *	International Fees (for F1 visa students applying from outside of the U.S. (non-refundable): * Registration: \$150 ** Enrollment: \$250 * Courier Fee: \$85 * Fees to be paid before admission ** Fees to be paid upon arrival in the US
3	Enrollment Agreement (all pages) and School Performance Fact Sheet for selected program (initialed and dated)
4 *	Statement of Financial Support Form and Official Bank Statement or Bank Letter: All Bank Statements or Bank Letters must be official and recent (within the last 3 months) and must include: - Name of the applicant or sponsor - Name and contact information of the bank or financial institution - Currency amount balance with a minimum of \$12,375 USD (plus \$2,700 USD per dependent) or the US dollar equivalent in a foreign currency. <i>Bank letters must be in English or include a certified English translation, unless approved by SSU.</i>
5	Clear copy of passport for F1 visa students only or government issued ID for other students
6 *	Clear copy of I-94 and Visa page (F1 visa students only)
7 *	Previous I-20 stamped and signed (F1 visa students only)
8 *	Transfer Form (F-1 visa transfer students only)
9	Official Diploma(s) and Transcript(s): - Undergraduate Applicants: Provide verification of completion of a High School Diploma, GED, High School Equivalency, or Certificate of Equivalency/Proficiency. - Graduate Applicants: Provide verification of completion of a Bachelor's Degree, in the form of an official transcript of record from a USDE-recognized accredited institution. - All Applicants: Submit official transcripts from all other universities or colleges previously attended. <i>Diplomas from outside the U.S. must be evaluated by a NACES organization certified agency (http://www.naces.org/members.htm) (Both a copy of the official foreign academic record and an official English translation must be included (F-1 Visa students only))</i>
10	Additional Documents for Graduate Students: a) Current Resume (or CV) b) Two Official Letters of Recommendation (Professional or academic references only, issued within past year): - Date / Signature of person / Title of the person / Contact Information of the person - Official Letterhead - MUST mention they recommend student for their Graduate program at SSU c) MSIT and IT Certificate Applicants: Provide verification of at least one math course at the undergraduate-level beyond college algebra with a grade of B or better.
11	Personal Autobiography/Statement of Purpose - In your OWN words, no internet sources / single-spaced essay of at least 500 words for Undergraduate applicants and at least 1000 words for Graduate applicants - Detailing educational and work history, goals as they relate to educations and work history, and the relationship between these goals and future career aspirations - Must be submitted via email (in MS WORD) to: ssuadmissions@ssu.edu
12	Verification of English Proficiency (submit proof of one of these): - Diploma or transcript showing that the applicant has graduated from a government-recognized secondary school (or above) in a system in which English is the official language of instruction. - TOEFL (Test of English as a Foreign Language) result of 61 or above on the IBT (Internet Based Test), 500 or above on the PBT (Paper Based Test). - IELTS (International English Language Testing System) result of 5.0 or above. - Duolingo placement test result of 51 or above: https://englishtest.duolingo.com . - For applicants inside the U.S.: Achieve a score of at least 80% on SSU's English Placement Test (EPT). This test consists of reading, listening, speaking, grammar, and writing sections. - Have previously studied in an English-medium, USDE-recognized accredited university level program and maintained a minimum 2.0 GPA for undergraduate applicants and 3.0 GPA for graduate applicants, for at least one academic term. Test scores more than two years old will not be accepted.
13	Pre Admission Interview: Students will be contacted by one of the SSU ambassadors to process an interview
14 *	Proof of Health Insurance (MUST be provided by or before the Mandatory Student Orientation/Welcome Session)

*** ADDITIONAL DOCUMENTS FOR F1 VISA - INTERNATIONAL STUDENTS ONLY**