

## UNDERGRADUATE PARTNERSHIP SEMESTER APPLICATION INSTRUCTIONS

MET International applicants should review the enclosed application documents. The application deadline for the Fall 2014 semester is **April 15, 2014**. Applications will be processed on a rolling basis, meaning that the earlier you apply, the sooner your application will be processed.

### Due by April 15

**MET International Application Form**, submitted online and to the international office at your home institution (see next page for instructions)

**Original International Student Data Form** (see pages 4-5)

**Original, official academic transcripts**

**Official TOEFL or IELTS score**, sent directly to MET International from ETS or the British Council, or sent by the student's home institution. ETS DI Code 8675.

**Copy of the student's passport picture page**

### Due by April 30

**Original Financial Documentation** (see page 6, 8-9)

**Original Affidavit of Support**, if the student is sponsored (see page 7)

**Copy of any US immigration documentation**, if the student has been in the US during the past 6 months

### Due by August 1

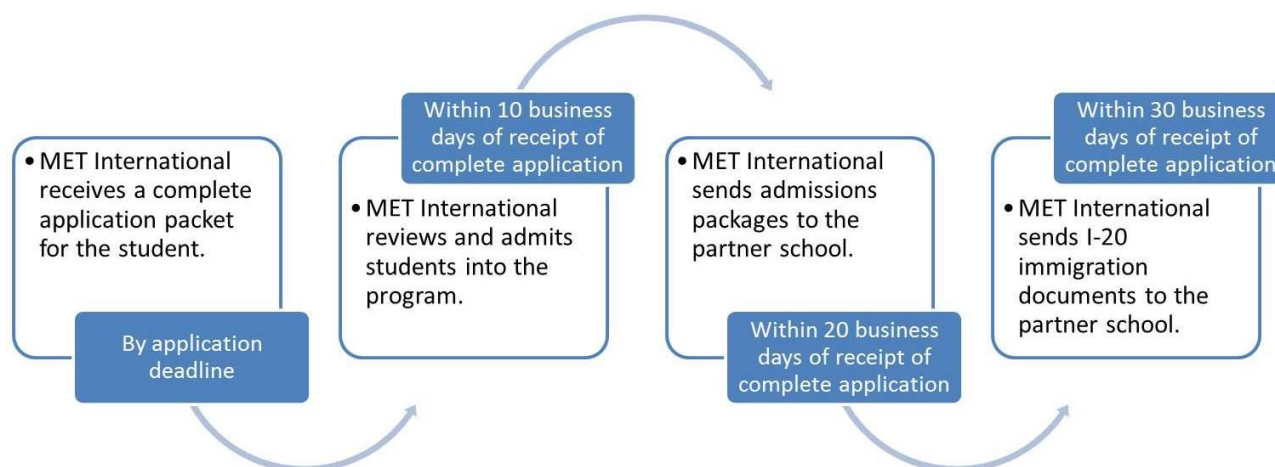
**Health forms and Immunization records**, sent to student upon admission

## ADMISSION REQUIREMENTS

- **TOEFL (IBT preferred):**
  - 84 IBT (Reading 21, Listening 18, Speaking 23, Writing 22)
  - 560 PBT (Writing 56, Listening 56, Speaking 56)
- or **IELTS:**
  - 7.0 (of the 4 sub scores, no more than 2 sub scores may be lower than 7 and no sub scores may be lower than a 6.5)
- Student from approved institutional partner of Metropolitan College
- Recommended that students have completed one full academic year prior to applying
- Suggested academic standing: 85<sup>th</sup> percentile or higher
- Clean disciplinary record
- For other admissions requirements, see the International Office at your home institution

# UNDERGRADUATE PARTNERSHIP SEMESTER APPLICATION INSTRUCTIONS

## APPLICATION PROCESS



## ONLINE APPLICATION INSTRUCTIONS

- Visit the online application form at [www.bu.edu/metinternational/application](http://www.bu.edu/metinternational/application) and complete the **Undergraduate** application.
- Information entered on the application cannot be saved electronically. If you exit before completing the form, you will not be able to resume where you left off. To avoid having to start over, please read the requirements carefully and gather all the required information before beginning the online application.
- Once you have completed the online application form and before submitting electronically, print a copy of the online application form. Have your class choices approved by your Academic Advisor at your home university. Your Academic Advisor must sign your course selection sheet.
- Submit the printed copy of the online application to the International Office at your school or to your Study Abroad Office along with the other required documents.

For additional information, please contact the MET International Office by telephone at +1-617-353-8429 or by email at [metintl@bu.edu](mailto:metintl@bu.edu).



Boston University Metropolitan College  
International

## **UNDERGRADUATE PARTNERSHIP SEMESTER**

### **AY 2014 - 2015 PROGRAM ESTIMATED COST**

Please note that this is an estimate of cost, and you should not use these estimates to secure your financial documentation. Actual costs are released every spring by the Boston University Board of Trustees.

	<b>1 Semester (4 months)</b>	<b>2 Semesters (9 months)</b>
Tuition	\$8,100	\$16,200
<b>1</b> University Fees	\$757	\$1,251
<b>2</b> Health Insurance	\$807	\$2,248
Room and Board Average	\$7,151	\$14,302
Books and Supplies	\$525	\$1,050
<b>3</b> Incidentals	\$2,162	\$4,324
<b>Estimated Total</b>	<b>\$19,502</b>	<b>\$39,375</b>

- 1** University Fees include Orientation Fee (\$263), Student Services Fee (\$273), Health & Wellness Fee (\$168), and Community Service Fee (\$53).
- 2** Boston University Health insurance is required for all international students. These rates are based on the basic student health insurance plan available through Boston University.
- 3** Incidentals include transportation and personal expenses (not payable to Boston University).

#### **NOTES**

- Tuition and fees are subject to change by action of the Board of Trustees
- Students are eligible for up to 2 fitness & recreation credits at no additional charge
- Students may apply to participate for one additional semester with consent of home institution



BOSTON  
UNIVERSITY

**General Information** (Please record all names **exactly** as they appear on your passport)

## Financial Declaration

**All declarations of financial support must:**

- Please check the box below which describes the type of funding you will be receiving, and attach the appropriate official documentation as outlined below:

- ☐ If you will be funded by a family member, please submit:
1. A letter of sponsorship which indicates that your sponsor is willing and able to support you financially for your academic fees and living expenses throughout the duration of your studies at Boston University and the relationship of the sponsor to the applicant.
  2. An official bank statement or credit reference from a bank stating the availability of the minimum estimated expenses as indicated on the Estimate of Expenses.
- ☐ If you will be funded by your government, an organization, a company, etc., the sponsor must submit a letter of sponsorship on official letterhead which states:
1. That your funding is valid specifically for Boston University.
  2. Exactly which expenses will be covered (i.e., academic fees, living expenses, health insurance, financial support for family members, travel, etc.)
  3. The length of the financial support.
- ☐ If you will be funded by a bank loan, you must submit an official letter of certification from the lending institution indicating the specific amount for which you have been guaranteed.
- ☐ If you will be funded in a manner not listed above (for example, if you will fund yourself), you must submit official documentation (a bank statement or a credit reference from a bank) indicating the specific amount.

**Educational Information**

List all schools, colleges, or other institutions you have attended or are attending in your country and elsewhere, **including** the United States:

Secondary or Preparatory Schools	Location	Indicate degree or diploma granted	Dates from to

**Immigration and Visa Information**

If you are currently in the U.S., or have been in the U.S. during the past six months, please indicate your current or most recent U.S. immigration classification \_\_\_\_\_ and submit dark, legible copies of the following documents:

- \_\_\_\_\_ Personal data pages of your passport including the page that indicates the passport expiration date  
 \_\_\_\_\_ Copy of the front and reverse side of your most recent I-94 card (usually small card stapled into your passport)  
 (Please make certain that the copy clearly reflects the blue and red DHS stamp on the I-94 card)  
 \_\_\_\_\_ Copy of the most recent visa stamp in your passport (if applicable)

**In addition:**

- If you are currently in the U.S. in F-1 student status, please submit dark, legible copies of the front and reverse side of all of your Form(s) I-20 and Employment Authorization Card(s) (if applicable).
- If you are currently in the U.S. in J-1 Exchange Visitor status in any category, please submit dark, legible copies of all of your Form(s) DS-2019.
- If you are currently in the U.S. in F-2, J-2, H-4 or any other dependent immigration status, please submit copies of all immigration documents from your spouse or parent on which you are dependent for your immigration status.
- If you are currently in the U.S. in any other immigration status, please submit copies of all of your Form(s) I-797 and/or any other relevant immigration documents.

If you are not currently in the U.S., to which U.S. Embassy or Consulate do you intend to apply for your visa stamp?  
 \_\_\_\_\_ (Please include the city and the country)

**Family Information**

Your spouse and your children (under the age of 21) are eligible to apply for dependent visas to accompany you to the U.S. or to follow to join you at a later time. Please complete the information below about each dependent whether or not they will be included in your visa/status applications.

1. Do you have any dependents (as defined above)?	<input type="checkbox"/> No	<input type="checkbox"/> Yes. How many? _____
2. Are your dependents currently in the U.S.?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
3. Will your family travel with you to the U.S.?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
4. Will your family travel to the U.S. separately?	<input type="checkbox"/> No	<input type="checkbox"/> Yes. When? _____

	Dependent 1	Dependent 2	Dependent 3	Dependent 4
Family/Last Name				
First/Given Name(s)				
Middle Name(s)				
Date of Birth				
City of Birth (month/day/year)				
Country of Birth				
Country of Citizenship				
Country of Legal Permanent Residence				
Relationship*				
Current immigration status, if in U.S.				

\* Please indicate **"Wife," "Husband," "Son,"** or **"Daughter."** If you have more than four dependents, list them on an additional sheet.

**Last Position Held in Home Country**

Please give the title and a brief description of the most recent (or current) position held in *your country of citizenship* or *country of last legal permanent residence*. If the last position was that of student, please write "Undergraduate student" or "Graduate student."

Please choose the category that best describes the employer of the above position:

☐ Government ☐ Academic Community ☐ Private Sector ☐ The Arts or Sports ☐ Labor Union or Organization ☐ Communications/Media ☐ Military

**I attest that the information I have provided above is accurate, and I understand that it will be released to the U.S. Department of Homeland Security to create official immigration records for me and my dependent family members. I understand that I am responsible for submitting adequate financial documentation demonstrating my ability to pay for my tuition and living expenses. Failure to report accurate information could jeopardize my eligibility for a U.S. visa or my ability to enter the U.S. and enroll in my academic program.**

Signed \_\_\_\_\_ Dated \_\_\_\_\_

Boston University prohibits discrimination against any individual on the basis of race, color, religion, sex, age, national origin, physical or mental disability, sexual orientation, or marital, parental, or veteran status. This policy extends to all rights, privileges, programs, and activities, including admissions, financial assistance, employment, housing, athletics, and educational programs. Boston University recognizes that nondiscrimination does not ensure that equal opportunity is a reality. Because of this, the University will continue to implement affirmative action initiatives which promote equal opportunity for all students, applicants, and employees. Inquiries regarding the application of this policy should be addressed to the Director of Equal Opportunity, 25 Buick Street, Boston, Massachusetts 02215.

## **FINANCIAL DOCUMENTATION REQUIRED FOR ALL STUDENTS**

**Financial documentation** is an official letter or statement from a bank.

You or the person funding your education (sponsor) must submit financial documentation to receive an I-20 immigration document. The minimum amount required to demonstrate is the estimated total corresponding to your program of study (page 3).

It is recommended that you request 3 originals of all financial documents: one for Boston University, one for the US Embassy or Consulate where you intend to apply for a visa, and one for you to keep.

The financial documentation must:

- Be original (no photocopies accepted)
- Show the minimum estimated total for program in **US Dollars (USD)**
- Contain an original signature from the financial institution
- Use the official letterhead of the financial institution
- Specify funding for study at Boston University
- Be written in English
- Include a date

### **A note about multiple sources of support:**

You may submit multiple sources of financial documentation to reach the Estimated Total. There is no limit to the number of sources or sponsors. If your home institution provides a letter of financial support for you, this source of support will count towards your estimated total for program.

### **Sample text for financial documentation**

To whom it may concern:

This bank confirms that Mr./Ms. [SPONSOR'S NAME] is/are a client of this bank and that they hold enough funds in this account to cover payment for all expenses totaling a minimum of [MINIMUM ESTIMATED TOTAL FOR PROGRAM] in US Dollars (USD) for their daughter/son to study at Boston University during the [FALL/SPRING/SUMMER, 20\*\*] semester/semesters.

I hereby sign the present certificate:

[SIGNATURE OF BANK OFFICIAL and DATE]

**Review examples of acceptable financial documentation, pages 8-9**



Boston University Metropolitan College  
International

## **AFFIDAVIT OF SUPPORT**

**ONLY REQUIRED WHEN STUDENT IS SPONSORED**

When someone else is providing financial support, such as a parent or sibling, they are considered your sponsor. In addition to financial documentation, the sponsor needs to complete an Affidavit of Support. The Affidavit of Support that you submit to MET International must contain an original signature. No photocopies will be accepted.

**Student's Name:** \_\_\_\_\_  
Family/Last Name, First/Given Names

**Boston University ID Number (if known):** \_\_\_\_\_

**Sponsor's Name:** \_\_\_\_\_

**Sponsor's Relationship to Student:** \_\_\_\_\_

**Specific Boston University School/College and Program:** MET International Undergraduate Semester

This certifies that I, \_\_\_\_\_, am willing and able to financially support  
Sponsor's printed name  
the above named student (and his/her family, if applicable) for academic fees and living expenses of a  
minimum of **USD** \_\_\_\_\_ throughout the duration of his/her undergraduate semester at the  
Amount of support  
Boston University Metropolitan College.

Attached to this certification is official documentation of available funds to cover expenses during the student's studies at BU. It is the student's responsibility to document availability of additional required funds, if necessary.

Sponsor's Signature

\_\_\_\_\_

Date Signed: \_\_\_\_\_

This document should have an original signature. No photocopies accepted. Cannot be faxed or emailed.



Hallertauer Volksbank eG, Postfach 1143, 85261 Pfaffenhofen a. d. Ilm

Hauptplatz 21  
85276 Pfaffenhofen

Telefon: 0 84 41 / 8 51 - 0

Telefax: 0 84 41 / 8 51 - 1 15

Registergericht:

Amtsgericht Ingolstadt

Gen.-Reg. Nr. 101376

Sitz: Pfaffenhofen a. d. Ilm

Datum:

19. Februar 2013

**Betreff: Bank Statement for Boston University**

This Bank confirms that Mr. [REDACTED] is a Client of this Bank  
and that he hold enough funds in this account to cover payment for all the expenses  
totaling a minimum of USD 44.850,00 für his son tu study at  
Boston University during Spring and Summer Semesters 2014.

Yours sincerely

[REDACTED]



花旗银行（中国）有限公司  
Citibank (China) Co. Ltd

资金冻结证明  
Hold Fund Certificate

签发日期 Date 2012.11.30

兹证明 我行已经根据 [REDACTED] 先生（下称“委托人”，[REDACTED]）的授权和指令冻结其在我行全部/部分存款，详情如下：

We hereby certify that Citibank (China) Co., Ltd has hold the below fund in accordance with Miss [REDACTED] (the "Authorizer" with ID Number [REDACTED]) authority and instruction. The detail is as follows:

帐号 Account Number	货币 Currency	金额 Amount	存款种类 Deposit Type	资金冻结期 Hold Fund Period
[REDACTED]	CNY	500,000.00	Time Deposit	起始日 Effective Date: <u>2012</u> 年 <u>11</u> 月 <u>30</u> 日 到期日 Expiration Date: <u>2013</u> 年 <u>07</u> 月 <u>31</u> 日

- 1、本证明不能作为提取上述存款的凭证，不能用于质押、担保，副本无效；
- 2、在资金冻结期间内，我行仍应执行任何有权机关（包括但不限于法院、检察院和公安机关）要求查询、冻结和扣划本帐户的命令；
- 3、在资金冻结期间内，我行仍根据委托人与我行签署的有关贷款合同(包括抵押贷款、质押贷款和无担保贷款)项下的抵销条款，在委托人发生该等贷款合同项下的违约情况时，我行有权在不事先通知委托人的情况下，将该等冻结资金予以抵销或划转以偿还委托人的贷款欠款。
- 4、本行不承担委托人因使用本证明所产生的任何法律责任。
1. This Certificate shall not be used for the deposit withdrawal, creation of pledge, guaranty or any other encumbrance. Only the original copy of this Certificate is valid;
2. During the Hold Fund Period, the Bank is obligated to act on the instructions from competent regulatory, juridical or governmental requirement or order in relation to account inquiry, fund freeze or transfer;
3. During Hold Fund Period, the Bank is entitled to set off or transfer the fund held to repay the outstanding loan amount owed to the Bank without giving a prior notice to Authorizer if any event of default as specified in the loan agreement occurs. The loan agreement herein includes the mortgage loan agreement, pledge loan agreement and/or unsecured loan agreement that the Authorizer as the borrower has signed with the Bank.
4. The Bank is not liable for any legal consequences arising from any use of this Certificate.

授权签字人

Authorized Signature

[REDACTED]

[REDACTED]

Citibank (China) Co. Ltd



资金冻结证明专用章

Hold Fund Certificate Chop