Kankakee Community College
International Admissions Packet of Information

Dear International Student:

Thank you for your interest in attending Kankakee Community College. We are pleased that you are considering us to help further your education. In the following pages, you will find information explaining the application requirements and materials for students seeking admission with an F-1 Visa or change to F-1 status.

Please read the following information carefully, make a note of all the required documents necessary to complete the admissions process, and observe the admissions deadlines. For your convenience, in and out-of-country applicant checklists are included at the end of this packet which list the documentation you will be required to either upload in the application portal using the in or out-of-country applicant instructions form or send to KCC. Options for document shipment are explained on the last page of this information packet. Forms that must be mailed to KCC should be sent to:

Office of Admissions and Registration
Kankakee Community College
100 College Drive
Kankakee, IL 60901-6505
Attn: International Student Services

You may also contact us by:
  Telephone: 815-802-8520
  Fax: 815-802-8521

All documents must be received before the admissions deadline. Refer to applicant instructions within the application portal.

KCC International Student Affairs Staff
Laura Ryan
Assistant Director of Enrollment Services, Principal Designated School Official
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KCC website: http://www.kcc.edu

INTERNATIONAL ADMISSIONS PACKET CONTENTS

GENERAL INFORMATION

POLICIES

The Kankakee Community College (KCC) board of trustees has established the following procedures and requirements for the admission of international (non U.S. resident) students. This policy is established to meet the U.S. Department of Homeland Security (DHS) requirements and to provide a program with academic integrity at the college while also assuring that the students' out-of-the-classroom experiences are regulated and appropriate for an international experience.

The college's board of trustees encourages having students from foreign countries study at KCC and believes that local students also will benefit by having students from other countries in their classes, as well as in the extracurricular aspects of the college's programs. The exposure to various cultures, perspectives, and interpersonal relationships makes KCC a richer place for pursuing higher education.

ACADEMIC CALENDAR

- Two 16-week semesters (Fall and Spring)
- Six-week and eight-week (condensed summer terms)

    Fall Semester - late August through the middle of December
    Spring Semester - early January through the middle of May
    Summer Term (six-week) - late May through the end of June
    Summer Term (eight-week) - early June through the end of July

- New students may only begin their studies at the college during a fall or spring semester.
- Transfer students from U.S. institutions may begin in a fall, spring, or summer term (eight-week).
- The current academic calendar can be located here: https://www.kcc.edu/academics/calendar/

ADMISSION DEADLINES

New students applying from abroad
- **July 1** for fall semester
- **Nov. 1** for spring semester

Transfer students (in F-1 status) currently attending U.S. institutions
- **Aug. 1** for the fall semester
- **Dec. 1** for the spring semester
- **May 1** for summer term (eight-week session)

Change of Status
- **July 1** for fall semester
- **Nov. 1** for spring semester

Change of Status Applicants: Review Change of Status on the Study in the States webpage and Changing to a Nonimmigrant F or M Student Status on the U.S. Citizenship and Immigration Services webpage. *__Please note that students who enter the U.S. on a visitor's visa will have to apply for a change of visa status after being accepted to the college and__* **are not permitted to begin their studies until the change is approved.** It is a good idea for prospective students to inform the consular officer of their intent to choose a school on the visit. It usually takes less time to receive a student visa if students return to their home country and make a visa appointment with the U.S. embassy or consulate.

Eligible Degree Programs for International Students

F-1 international students have to be degree seeking at KCC. KCC offers associate degree programs for those who plan to transfer to a university to pursue four-year bachelor's degrees as well as career and technical education programs for more immediate entry into the workforce. Transfer degree programs include Associate in Arts, Associate in Science, Associate in Engineering Science, and Associate in Fine Arts.

KCC health career programs are competitive entry. This means, that programs have separate admissions, academic and residency requirements. The curriculum of record for students applying to, but not yet accepted into, competitive entry health careers programs is the Associate in General Studies (AGS). You may apply to become an international student at KCC, but it does not guarantee entry into health career programs.

Refer to KCC's Academic Programs for degree options and information.

ACCEPTANCE

International applicants needing a Form I-20 will not be considered for acceptance until all required admissions documents are received in the Admission's Office. Once all documents have been received and approved, students will be issued a certificate for F-1 student status (Form I-20) along with their acceptance letter via their KCC email. SEVP adopted the use of electronic signatures and transmission for the Form I-20. See here.

ELIGIBILITY AND REQUIREMENTS

APPLICANT ELIGIBILITY
Applicants must

- **Be at least 17 years of age**

- **Have completed the equivalent of a United States secondary school education (12 years of formal education) and have the appropriate diplomas**

- **Have demonstrated English proficiency in one of the following ways:**
  o Have a minimum TOEFL (Test of English as a Foreign Language) scores of 520 (paper), 190 (computerized), or 68 (Internet) are required. Scores must be from the last two years.
  o Official ACT scores for evaluation. The minimum admission score is an ACT English or ACT reading score of 19. Scores must be from the last two years.
  o Official SAT scores for evaluation. The minimum admission score is an SAT Verbal/Reading score of 480. Scores must be from the last two years.
  o **In the following circumstances and with appropriate documentation, applicants may qualify for admission without submitting test results for English proficiency requirements:**
  o Successful completion ('C' or better grade) of English Composition I at an accredited US college or university
  o Earned a bachelor or master's degree from an accredited US college or university
  o Most US high school graduates are not required to submit proof of English proficiency. Applicants who graduated from a US high school who have not completed college-level English or math courses and cannot provide ACT or SAT test scores, will need to take KCC's reading and math placement exams to determine placement. KCC advisors use test scores to register students for appropriate courses.
  o Language proficiency requirements for applicants of who are citizens of predominately native-English speaking countries will be considered on a case-by-case basis.

  - **NOTE:** *Scanned documents do not satisfy testing requirements*. Official score reports must be sent directly from the testing company to KCC with attention to International Student Services. Refer to the address on the first page of this packet.

- **Placement Testing Requirements:**
  International students must also satisfy all other college testing requirements. If students are unable to provide KCC with ACT or SAT scores, a transcript which shows they successfully completed (C or better) a college-level English or math course in the US at an institution accredited by one of the regional accrediting agencies recognized by the U.S. Department of Education, or an official transcript evaluation noting that they successfully completed a foreign English or math course equivalent to a US college-level English or math course (course-by-course evaluation), they will need to take KCC's reading placement exam,

ACCUPLACER and KCC's math placement exam, ALEKS. Prepare for the exams by visiting: https://www.kcc.edu/admissions/testing/#prepare-for-the-exams Email testingcenter@kcc.edu to make an appointment. In the email, inform staff that you are an international applicant. If you prefer to complete the exam virtually prior to your arrival, please include the request in your email. Bring photo identification such as a driver's license or passport with you to your appointment. These testing policies are subject to change.

English as a Second Language (ESL)
- KCC does not offer a U.S. government approved, accredited intensive ESL program.
- Students who need to improve their English skills before entering college should attend an accredited intensive English program prior to applying to KCC.
- Students may transfer from an ESL program in the United States into KCC after acquiring the necessary language proficiency. Students will be required to submit TOEFL scores.

FINANCIAL CONSIDERATIONS
International students and their families or financial sponsor assume all responsibilities for student expenses. Estimated cost of attendance for one academic year (Fall and Spring Semesters):
- A minimum of **US $35,208**
- Additional funds required for optional summer courses

Tuition	$18,720 ($624 x 30 credits)/year
Books and Supplies	$1,512/year
Housing and Food	$10,400/year
Transportation & Personal/Misc. (other living expenses for single students)	$4,576/year
Total (without dependents)	**$35,208**
For each dependent living with student, add:	$8,448/year
cost of health insurance not included in calculation	

Tuition
- The Out-of-State Tuition Rate effective Summer 2025 for international students (on F-1 visa) is **US $624** per credit hour.
- Additional fees may apply to specific areas of study (technology fees and laboratory fees).
- The Board of Trustees reserves the right to change tuition and fees without notice.
- *Tuition increases are typically approved in March for the following academic year. Therefore, it is recommended that summer and fall applicants do not submit financial documentation any earlier than the April 1 prior to their intended term of enrollment.*
- **For payment options and deadlines, see page 7 of this packet for more information.**

Athletic scholarships
The amount of KCC athletic scholarships will be deducted from the estimated cost of attendance. The remaining balance is the amount of money students will be required to declare on bank statements or an official bank letter. See example below.

   $35,208

- $18,720 (athletic scholarship: 30 credit hours x out-of-state rate of $624)

   $16,488

Health insurance
International students are required to have health insurance.

Personal property insurance
Optional consideration: personal property insurance to reimburse students for loss or damage to electronics, textbooks, and personal items. It is suggested that property insurance be purchased in the United States.

Academic scholarships
International students are allowed to apply for merit-based scholarships for their second year of study.

HEALTH INSURANCE

International students are required to have health insurance. **Students must provide proof of insurance for each semester before registering for classes and participation in athletic practices or games. Insurance must be pre-paid for the whole semester. Time-payment plans are not permitted.** Health insurance coverage is very important because of the high cost of health care in the United States and because **international students are not allowed to use public health services**. **NOTE:** KCC does not have a Student Health Center.

- *Please watch this video about health care in the United States by clicking on the link below:*
  Health Care in the US

- Health insurance may be purchased in the student's home country or in the United States.

- Here is a link to a website that offers a variety of different student health plans:
  http://www.visitinsurance.com/

- Below is a link for an internet tool that compares international student health plans.
  Comparison tool: http://www.nriol.net/foreign-student-health-insurance/ *(You may select a language to view the site.)*

- **IMPORTANT: Read the insurance brochures carefully.**
  o It is important to compare more than the cost of the policy.
    ▪ Examine the "Exclusions" (the illnesses and injuries that the policy will not pay for).
    ▪ Compare the amounts you must pay for "deductibles," "co-insurance," office visits, hospital emergency room, and prescriptions.
  o Buying a better insurance plan can save many thousands of dollars in case of illness or injury.
  o Some KCC students have purchased health insurance from the providers below.
    o International Student Insurance
    o ISO Student Health Insurance
    o Student Secure
    o VISIT Student Health Insurance

- *College athletes must ensure that their insurance policy will cover intercollegiate athletic injuries. The Athletic Department will set requirements for minimum coverage, and athletes will be informed of those requirements. The policies below offer some coverage for athletic injuries. Consult your coach if you have questions about requirements, and the Athletic Department for recommendations. Proof of insurance is required before course registration and participation in athletic practices or games.*
  - Visitors Insurance **(Global Care Plus Sports)**: https://www.visitorsinsurance.com/global-care-sports-care-plus.asp

  - ISP International Student Protection: https://coverage2u.com/

  - Student Secure International Student Insurance: https://www.worldtrips.com/student-secure-insurance#/ssq

ATHLETES

KCC offers the following sports: basketball, volleyball, baseball, softball and soccer. Only head coaches from the different sports may recruit an international student to play for their teams. Please go to https://athletics.kcc.edu/ for more information about the teams and the head coaches. Division I & II coaches may offer a tuition waiver for their athletes, though it is not guaranteed.

REQUIRED FINANCIAL DOCUMENTATION

Applicants will be asked to submit the following financial documents in the application portal:

- **Financial Verification and Sponsor's Affidavit of Support Forms**
  - The Financial Verification form is in KCC's in-and-out-of-country applicant instructions in the application portal.
  - Applicants must submit an Affidavit of Support signed by the owner of each bank account (the financial sponsor). The link to the form is in KCC's in-and-out-of-country applicant instructions in the application portal. The form must be notarized by a notary public, bank official, or individual authorized to certify documents and accompanied by an original (paper) bank statement or original certified letter on official bank letterhead as evidence of sufficient funds to support the student's studies in the U.S.

- **Proof of financial support: Bank statement** or **original certified letter on official bank letterhead** as evidence of sufficient funds to support the student's studies in the U.S. All bank documents must
  - Be on official bank letterhead
  - Indicate funds in U.S. dollars
  - Be written in English
  - Be current within six months of the intended beginning semester
  - Have an original signature by a bank official authorized to certify documents
  - Have an official stamp/seal
    See an example here

  NOTES:
  1. **Financial support may come from personal accounts, private scholarships, sponsoring agencies, the student's family, or any dependable source**.

  2. **Applicants applying from abroad for an F-1 visa:** The U.S. Embassy or Consulate will need an **original** bank statement. **Financial documents should also be carried in hand luggage when entering the U.S.**

Application fee

The application fee ($250 new students / $65 for current F-1 students transferring within the United States) may be mailed with the application packet, or payment may be made by credit card. To pay by credit card, please call KCC's accounting department at 815-802-8140. If you are paying by credit card, be sure to notify your credit card company that you are making a charge in the United States. *For students outside the United States*, it is recommended that payment be made through PayPal. Have payments sent to the following PayPal account: paypal@kcc.edu and email receipt of payment to KCC's designated school official at dso@kcc.edu . **Note:** International students intending to transfer from another U.S. institution for a KCC health career program may receive a refund if they are not accepted into the health program, and they choose not to transfer.

Tuition and fees

- Tuition and fees are due a few weeks before the beginning of each semester if students enroll in classes during early registration ("Pre-registration") periods.
- During regular registration, close to the beginning of a semester/term, payment is due at the time of enrollment.
- KCC payment options and deadlines can be found here.
- The KCC "Nelnet" payment plan allows students to spread the tuition payments over the months of the semester for a fee. More information about the Nelnet payment plan can be found here.
  - It is recommended that students establish a U.S. bank account, especially if they will use the Nelnet payment plan.

REQUIRED ACADEMIC RECORDS
All international students (including transfer) are required to submit:

- Unofficial copies of both foreign secondary and any post-secondary transcripts, diplomas, results of exiting exams, etc. and English translations or, in other words, the equivalent of a U.S. high school diploma and any post-secondary credentials (foreign college transcripts, CAPE for Trinidad students, transcripts from college preparatory programs, etc.). Translations will be accepted from your academic institution, University Language Services, or another certified translation service. For a list of which documents you must submit to KCC, visit Educational Perspective's Documentation Requirements webpage and selection your country of education: https://www.edperspective.org/documentation-requirements.php. Requirements are subject to change. Unofficial transcripts, diplomas, results of existing exams, etc. may be uploaded to portal or mailed to KCC with attention to International Student Affairs.

- Official transcript evaluation of both foreign secondary and any post-secondary education (ex – foreign college coursework, CAPE for Trinidad students, etc.) by a National Association Credential Evaluation Services (NACES) member. **The only exception is transfer students who graduated from a US high school.** Official evaluation reports may be mailed from the Agency to KCC with attention to International Student Services or, the Agency may email them to admissions@kcc.edu . To determine which credentials/documents you need to send to the agency, please review their document requirements on their website. You may also be required to submit official or certified English translations with your credentials/documents to the agency. **International student athletes that have completed post-secondary education/foreign college coursework**: will need to submit their official evaluation of high school and post-secondary education/college coursework with US GPA equivalents to KCC before being allowed to participate in athletic games. It's recommended that these students choose either the Course-by-Course Evaluation by Educational Perspectives: https://www.edperspective.org/student-credential-evaluations.php or the High School and University Level Course-by-Course evaluation by Educational Credential Evaluators: https://www.ece.org/ECE/Individuals/Education-Reports .

  Courses you took at another college or university that pertain to your KCC program of study may count toward your degree. To determine if these courses are eligible, submit a transcript evaluation request to KCC's Admissions and Registration Office in addition to a course-by-course evaluation conducted by a private evaluation agency.

  Agencies that KCC evaluators are familiar with are: Educational Credential Evaluators, World Education Services, and Educational Perspectives.

If you completed college/university credits in the US: You will be required to submit official transcript(s) from the US institution. The institution can mail the transcript in a sealed envelope to the address on the first page of this packet. KCC will also accept electronic transcripts as official if the transcript is received by KCC directly from a third party service such as Parchment, National Student Clearinghouse, E-Scrip Safe, Credential Solutions, Scribble, etc. If the website needs an email address for KCC, they can use admissions@kcc.edu. **To receive credit from a previously attended U.S. institution of higher education:** the institution must be accredited by one of the regional accrediting agencies recognized by the U.S. Department of Education. As a general rule, in order to receive transfer credit, the course must be a credit-bearing college-level course with a minimum grade of 2.0, based on a 4.0 scale. Have your official, final transcripts sent to KCC and submit a transcript evaluation request to KCC's Admission and Registration Office.

International student athletes: In addition to submitting unofficial copies of both foreign secondary and post-secondary credentials, an official evaluation of both foreign secondary and post-secondary education, and an official transcript from your US institution (if you completed college/university credits in the US), you will be required to submit an official letter from your high school stating your official graduation date if you have not graduated yet or if your secondary transcripts or diploma do not contain your graduation date (month and year). The letter must be on school letterhead and include your first and last name, date of birth, the name, address, and phone number of the high school, and the month, day, and year of graduation with a signature

from school administration. Letter may be uploaded to portal or mailed to KCC with attention to International Student Affairs.

International students/athletes that haven't graduated yet: If an international student/athlete can provide the letter from their high school stating their official graduation date (see requirements for letter in this packet) and has submitted all other documentation before the admissions deadline and has fulfilled requirements, KCC can accept the student and issue an I-20. However, the student won't be able to register for their first term until KCC receives their official transcript evaluation.

If you completed or will complete four years of secondary studies/high school in the US: Submit your unofficial transcript if you haven't graduated yet. Submit your official transcript if you have graduated. The school can mail the official transcript in a sealed envelope to the address on the first page of this packet.

VISA INFORMATION AND SEVIS FEE

For an overview of the process of coming to the U.S. to study, consult the following U.S. government website: http://www.ice.gov/sevis/students/

At KCC, to be considered for the Form I-20, completed International Student Admissions forms and all other required documents must be received in the Admissions Office prior to the admissions deadline.

After receiving the Form I-20 from KCC, a new student applying for an F-1 visa from abroad should complete the steps below:

1. Verify that all information on the I-20 is accurate. The information in your passport should match the information on the Form I-20. please print, read page 3, and sign and date the student attestation section on page 1 in blue ink. If your I-20 needs correction, please contact KCC Designated School Officials (DSO's) right away. If you want a physical copy of your I-20, please notify us.

2. Pay the Student Exchange Visitor Information (SEVIS) fee using their I-20, which is required by the Department of Homeland Security. SEVIS is a database that stores student information. Before you pay the fee, watch the I-901 SEVIS Fee payment tutorial video. This video provides you with a step-by-step guide of the payment process and can help answer your questions. For more information about paying the I-901 SEVIS fee, see here: Paying the I-901 SEVIS Fee | Study in the States (dhs.gov)

3. Make an appointment with the closest U.S. Embassy or Consulate and make sure you tell them it is for an F-1 STUDENT VISA. You will need your valid passport, printed and signed form I-20, KCC acceptance letter, proof of the I-901 SEVIS fee, all original documents of financial support, evidence of intent to return to the home country upon completion of program, a photo for the visa, "Form DS-160, "Nonimmigrant Visa Application" confirmation page and other required documentation as specified by the embassy. There may be special fees, interview procedures and processing times. Contact the U.S. Embassy or Consulate in your home country which is most convenient for you. You may find the locations for student visa issuance at the U.S. Department of State website. More information about the visa process can be found at Students: Prepare for Your Visa Interview and here . When applying for the F-1 visa at the embassy, students should be aware that they are applying for temporary stays in the United States. You may be asked to confirm that your stay in the United States is temporary (i.e., not permanently immigrating) and provide "ties" to your home country (family, job, financial investments that you own or will inherit, etc.). You can visit the State Department's Foreign Affairs Manual [9 FAM 402.5-5(E)] for more information about what a consular officer may look for during the interview process.

> **Citizens of Canada and Bermuda** do not require visas to enter the United States as students, although they must present a valid Form I-20 at the time of admission. For more information see information for Citizens of Canada and Bermuda. In addition, carefully read the information here and here. Citizens of Canada and Bermuda will still be required to pay the SEVIS fee.

4. Once you are granted your F-1 student visa, email KCC's DSO at dso@kcc.edu with your expected arrival date to the US and to schedule a check-in appointment. Please note: Your visa will allow entry to the U.S. up to 30 days before the program start date indicated on the Form I-20. It is advised that you arrive at least two weeks prior to the start of the semester.

Current F-1 Students Transferring to KCC, should complete the steps below after receiving the Form I-20 from KCC:

1. Verify that all information on the I-20 is accurate. The information in your passport should match the information on the Form I-20. please print, read page 3, and sign and date the student attestation section on page 1 in blue ink. If your I-20 needs correction, please contact KCC Designated School Officials (DSO's) right away. If you want a physical copy of your I-20, please notify us.

2. Email KCC's DSO at dso@kcc.edu with your expected arrival date to the US and to schedule a check-in appointment.

   NOTE: For more information about the transfer process for international applicants, see here. Before KCC can issue you an I-20, you must be admitted, present your current designated school official your KCC acceptance letter, and have your designated school official transfer your SEVIS record. Notify KCC's designated school official of the transfer release date (the date your SEVIS record will be transferred).

MAINTAINING VISA STATUS
- **Education:**
  - **Enrollment Status:** F-1 international students must maintain full time student status by registering for at least 12 credit hours for both fall and spring semesters. Summer registration is optional if you started in the fall or spring semester. Summer registration is required if your first term is summer (minimum of 6 credit hours). There are very rare exceptions to maintaining full time status, based on academic, health or other special circumstances.
  - **Online Courses:** F-1 international students may take online courses, but only **one** course may count towards the fulltime enrollment requirement. If you need only one course to complete your program, the course cannot be completed through online or distance education.
  - F-1 international students are not allowed to withdraw from classes if it would result in a part-time load without approval from their designated school official for a reduced course load. There are very rare exceptions to maintaining full time status, based on academic, health or other special circumstances.
  - F-1 international students are expected to complete their KCC program by the program end date on their I-20. If they cannot, they need to request a possible program extension from their DSO (limited circumstances such as change of major or documented illness).
  - International students must maintain a 2.0 grade point average (GPA) on a 4-point scale to remain in good academic standing.
- **Reporting change of information:** International students must inform the DSO of any change of US or foreign address, US or foreign phone, or email within 10 days of making the change, so their SEVIS record can be updated. Any violation may result in suspension and the revocation of the F-1 student visa.
- **Working in the US:** Carefully review Working in the US on Study in the State's webpage. Students with an F-1 visa may work "on campus" up to 20 hours a week without prior approval from the government. Students are not permitted to work more than 20 hours a week "on campus," except during break or summer annual vacation with supervisor approval. Students **cannot** work "off campus," without receiving authorization from a Designated School Official (DSO) and the U.S. Citizen and Immigration Services (USCIS). Unauthorized employment is considered a violation of status and could result in deportation.
- **Upon program completion:** Once an F-1 student completes their program of study and any authorized period of practical training, they have 60 days (grace period) after the program end date on their form I-

20 to leave the US, transfer to another SEVP certified school, apply for post-completion optional practical training, or apply to change status to another visa status. If a student plans on transferring, they need to do it within 60 days after their program end date. Students may not depart and return to the United States during their grace period. If students depart the United States before the end of their grace period, the rest of the grace period is lost.

- **Taking a leave of absence from school:** If an F-1 international student has an emergency or personal matter that requires them to withdraw from classes and leave the U.S., they may request an Authorized Early Withdrawal (AEW) from their DSO. If an F student withdraws or leaves the academic program without first receiving approval for an authorized early withdrawal, they will not be granted the 15-day grace period and will lose their status immediately upon leaving the academic program. DSO's will update SEVIS to reflect, "Terminated for Unauthorized Early Withdrawal." This could impede student's ability to reenter the country.

- **Taxes:** F-1 international students students must submit forms to the Internal Revenue Service (IRS) each year, even if they do not have employment.

For more information about maintaining status as an F-1 student, visit Study in the States Maintaining Status webpage.

PREPARING TO ENTER THE UNITED STATES

PREPARATIONS

For information on how to prepare to study in the United States, visit "[Education USA](#)," a U.S. Department of State website: *[*This website also has information posted in several languages.]

Another website sponsored by the U.S. government is available to help international students interested in studying here. It is called "Study in the States" at: http://studyinthestates.dhs.gov/students *Click the* **"Students"** *tab.*

- **Hand-carry all immigration documents and keep them in a secure location.** You will need to present the documents to the immigration officer at the port-of-entry. You will not be able to get your checked luggage before arrival processing. If you do not have your documents available, it will delay processing and may result in denial of entry into the United States.

- **Do not carry large amounts of cash.** It is a good idea to have a debit card (VISA or MasterCard) or traveler's cheques in U.S. dollars to access or transport your funds. Automatic Teller Machines (ATMs) are readily available for cash withdrawals. Usually, there is a small fee for using an ATM. If you carry currency from your own country, you will also pay a fee for currency exchange.

ARRIVING

Arrival in the U.S. (from a student perspective)
We want your arrival in the United States to go as smoothly as possible. Please review the information on the U.S. government website below for information about what to expect at the port of entry found here. (Please note: Your visa will allow entry to the U.S. up to 30 days before the program start date indicated on the Form I-20.)

Form I-94
When you enter the United States, an electronic Form I-94 record is created. The Form I-94, "Arrival/Departure Record," is a Department of Homeland Security (DHS) document issued to nonimmigrant aliens at the time of lawful entry into the United States at an air or sea port of entry. The Form I-94 is evidence of a nonimmigrant's term of admission and used to document legal status in the United States, including length of stay and departure. You will receive a stamp in your passport that indicates your date of entry, your visa classification (F-1), and the date you must leave the U.S. As an F-1 student, your departure date will be indicated as "D/S"— for "Duration of Status." That means that you are authorized to remain in the United States as long as you follow the rules to maintain your student status. More information about the I-94 and how to print a copy (if you need it for a specific purpose) is at the following websites: http://studyinthestates.dhs.gov/student-forms?form=Form_I-94 and https://i94.cbp.dhs.gov/I94/#/home

Problems at the Port-of-Entry
If you should encounter problems at the port-of-entry and it's during regular business hours, the immigration officer should contact one of KCC's Designated School Officials (contact information is on the first page of this packet).If you should encounter problems at the port-of-entry and it is after business hours, the immigration officer should call the Kankakee Community College campus at the numbers below.

Evenings	5 PM - 8 PM	815-802-8100
Late Evenings / Weekends		815-802-8190 (Campus Police)

Form 515-A
As an F or M student, if you arrive at a U.S. port of entry and do not have all your signed required documents, have not paid the I-901 SEVIS Fee on your current Form I-20, "Certificate of Eligibility for Nonimmigrant Student Status," or have a Student and Exchange Visitor Information System (SEVIS)

status issue, the U.S. Customs and Border Protection (CBP) officer may deny your entry into the United States*. **As an alternative, the officer has discretion to issue you a Form I-515A. This document allows you to have temporary admission into the United States for 30 days. To maintain your nonimmigrant <u>student status</u>, you must address your Form I-515A within the time provided to you***.

When you arrive on campus, tell the Designated School Official (DSO) at the college that you have received the Form I-515-A. The DSO will advise you on meeting the requirements.

"The Student and Exchange Visitor Program (SEVP) will send "Intent to Terminate" notices to students and exchange visitors and their dependents who have failed to comply with the Form I-515A directive by the specified deadline. For more information, visit Study in the States – Form I-515A Overview.

TRANSPORTATION TO KANKAKEE
River Valley Metro has a shuttle that services Midway Airport. Students can travel from O'Hare Airport to Midway Airport and then take the River Valley Metro shuttle bus from Midway Airport to the Bourbonnais Metro Centre. Then, students can arrange for transportation from Bourbonnais Metro Centre to their temporary residence. See here: https://www.rivervalleymetro.com/schedules-maps/commuter-routes/midway-airport/ .

For information about getting to and from O'Hare International Airport in Chicago, see here.

For information about getting to and from Midway Airport in Chicago, see here.

Another option is to arrange for a pickup by a limousine from the Kankakee area. One local limousine company is:

    Reliable Limo
        815-935-5856   www.reliablelimoinc.com

ARRIVAL IN KANKAKEE
After you have arrived at your lodging and rested, you **must come to the college to check in with a Designated School Official (DSO).** You can make an appointment by emailing dso@kcc.edu .

AT THE COLLEGE
A check-in meeting is required with the Designated School Official upon arrival to the US. The international academic advisor will work with you to schedule classes for the semester. Orientation is required for all new international students. If you arrive at least two weeks before classes begin, you will have time to complete the activities to prepare for the start of classes and to become settled in your accommodations. (*Please note:* Your visa will allow entry to the U.S. up to 30 days before the program start date indicated on the Form I-20.)

OTHER CONSIDERATIONS

Housing
Kankakee Community College does not have campus housing, so students must make their own arrangements for room and board. The campus is served by public transportation.

Location and Transportation
Kankakee is a rural city with limited public transportation. River Valley Metro Mass Transit District serves all or part of Kankakee, Bourbonnais, Bradley and Aroma Park. For more information, see here.

Weather in Kankakee
In Kankakee, the summers are long, warm, humid, and wet; the winters are cold, snowy, and windy. Over the course of the year, the temperature typically varies from 18°F to 86°F and is rarely below -1°F or above 94°F.

The hot season lasts approximately 4 months, from May to September, with an average daily high temperature above 75°F. The hottest month of the year in Kankakee is July, with an average high of 85°F and low of 65°F.

The cold season lasts for approximately 4 months, from November to March, with an average daily high temperature below 44°F. The coldest month of the year in Kankakee is January, with an average low of 18°F and high of 34°F.

Spring and Summer: Students will need cool clothing, such as shorts, tee shirts and tank tops, and sandals (if desired).

Fall and Winter: Students will need warm clothing, such as heavy coats, sweaters, hats, and gloves, in the fall and winter.

More information
For more information on the Kankakee area, visit the following web sites:

> The City of Kankakee: http://www.citykankakee-il.gov/
> Kankakee County: http://www.visitkankakeecounty.com/

Shipment of Documents
Express Mail and Other Options

Application Documents

For application documents that must be mailed, you may use the shipping method of your choice.

You may also use the express mail service used by KCC, which offers competitive rates: "University Express Mail Services." (https://study.eshipglobal.com/default.asp) Follow the instructions for "Student/Scholars." Shipments are transported by FedEx, UPS, or DHL. The KCC International Student Advisor/Designated School Official can give you the KCC student identification number required for the shipment.

Acceptance Documents

After acceptance by KCC, we will issue you an acceptance letter and the Form I-20. You will be notified of acceptance and receive your I-20 electronically via your KCC email. SEVP adopted the use of electronic signatures and transmission for the Form I-20. See here. If you want a physical copy of your I-20, you will need to request one using University Express Mail, an express mail service that will allow you to receive your acceptance letter and I-20 through DHL, UPS, or FedEx in 3-5 days. Students pay the shipping costs associated with this service. You will enter your credit card information (Visa, MasterCard, or Discover cards only) when requesting to receive documents on the shipping service website.

Instructions: Using *University Express Mail Services* for Document Shipment

To use University Express Mail to send or receive documents:

1. Go to the website: https://study.eshipglobal.com/default.asp
2. Create an account by registering (there is no fee to register)
3. Verify your account by using the email that was sent to you from University Express Mail
4. After you verify your account go back to the website and sign-in
5. After you log in, choose "send packages to university" to send admissions paperwork to KCC or "receive packages from university" to request your acceptance letter and I-20
6. Follow the instructions provided (choose university, confirm address, select carrier, confirm payment, request confirmed)
7. KCC will be notified and process your request

   *You may request shipment either to your foreign address, or to a U.S. contact address.

   o **If your I-20 will be sent to a U.S. contact address**, **include the name of the person who lives at that address.**

- o Pay close attention to the information submitted, as errors in the credit card information or submitting incorrect or incomplete address information will result in a delay in the mailing of your I-20.
- o If you experience any difficulty in registering and processing the shipment, please use the "Help" link in the site for step-by-step instructions.
- o If you have additional questions about how to use this service, please see here: https://study.eshipglobal.com/contact/

Checklist: Summary of Required Application Documents

Below is a list of documents that in and out-of-country applicants will be asked to upload while completing the in or out-of-country applicant instructions in the application portal.

Forms that must be mailed to KCC should be sent to:

Office of Admissions and Registration
Kankakee Community College
100 College Drive
Kankakee, IL 60901-6505
Attn: International Student Services

✓	ITEM
	Copy of valid passport – **upload in portal**
	Affidavit of Support form with each financial sponsor's original signature. Link to form is provided within the application portal in the in and out-of-country applicant instructions. – **upload in portal**
	Proof of financial support adequate to pay the costs of attendance and living expenses for one full academic year. See example of original certified bank letter here. – **upload in portal** **Acceptable documents:** **Original** (paper) **official bank statement OR Original certified letter on official bank letterhead** as evidence of sufficient funds to support the student's studies in the U.S. **All bank documents must:** • be on official bank letterhead • indicate funds in U.S. dollars • be written in English • be current within six months of the intended beginning semester • have an original signature by a bank official have an official stamp/seal
	Demonstrate English Proficiency – see page 4 of this packet.
	Complete KCC placement exams unless you provided KCC with ACT or SAT scores, a transcript which shows you successfully completed (C or better) a college-level English or math course in the US, or an official transcript evaluation noting that you successfully completed an English or math course equivalent to a US college-level English or math course (course-by-course evaluation) – see page 4-5 of this packet.
	Required Academic Records – see page 8 of this packet.
	Submit application fee to KCC (non-refundable). $65 for transfer students in US; $250 for new students – see page 7 of this packet.
In-Country/Transfer Applicants Only: In addition to all of the documents listed above, you must also submit the documents below.	
	KCC Transfer Authorization Form (a link to the form will be provided in the application portal in applicant instructions) – **upload in portal**

	Copy of current I-20 Form – **upload in portal**
	Note: Students' SEVIS records auto complete 60 days after the program end date listed on their I-20. Please keep this in mind.
	Copy of most recent visa (even if expired) - **upload in portal**
	Copy of I-94 (Arrival/Departure Record). To get a copy of your most recent I-94, go here. You'll need your passport. **upload in portal**

After Acceptance, both in and out-of-country applicants will need to upload the following documentation in the application portal:

	Proof of health insurance prepaid for the semester. Students may elect to extend coverage for a full academic year. Documents required before course registration and participation in athletic practices or games. **Time-payment plans are not accepted. Athletes:** must ensure that their insurance policy will cover intercollegiate athletic injuries. The Athletic Department will set requirements for minimum coverage, and athletes will be informed of those requirements. See page 6 of this packet for more information.
	Host Family Form (a link to the form will be provided in the application portal in applicant instructions) **Athletes:** this form is not required if you will be staying in housing arranged by the KCC Athletic Department.