Application Instructions

There are 3 convenient ways to apply to TCC:

1. Apply online using our secure web form at www.tacomacc.edu/internationalstudents
2. Mail application and supporting documents to the International office (see address below)
3. Fax application and supporting documents to the International office (see number below)

There are 4 parts to a complete application:

1. **TCC Admission Application for International Students**
   Form available at http://www.tacomacc.edu/internationalstudents/applynow.aspx

2. **Evidence of Financial Resources**
   US$15,444 is required for your first year of study at Tacoma Community College.
   - Submit bank statement or scholarship letter from government/sponsoring agency showing at least $15,444 available

3. **Transcripts**
   - If you are younger than 18 years old and have not graduated from high school: submit high school transcript in English or GED score
   - If you have attended a post-secondary college or university: submit college/university transcript in English
   - Other students do NOT need to submit transcripts

4. **Application Fee**
   US$50 non-refundable application fee payable by credit card or check from an American bank.
   
   **Proof of English Proficiency is Not Required**
   However, if you have taken the TOEFL, IELTS or STEP exam, you are welcome to submit your score. See our brochure or website for more information.

   **For Students Currently Studying in the US:**
   Submit a transfer form completed by the International Student Advisor at your current school.

   **Optional Courier Mail Service:**
   For faster delivery of your I-20 by DHL or FedEx, please enclose a US$75 courier fee in addition to the US$50 application fee.

   *A separate application is required for the following programs: Nursing, Paramedic, Radiologic Science, Respiratory Therapy, Pharmacy Technician and Health Information Management. Please contact the International Office for additional information.

### Academic Calendar

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Application Deadline</th>
<th>Plan to Arrive</th>
<th>Orientation Week</th>
<th>Classes Begin</th>
<th>Tuition Due</th>
<th>Classes End</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall 2008</strong></td>
<td>August 15</td>
<td>Sept. 8-14</td>
<td>Sept. 15-19</td>
<td>September 22</td>
<td>Oct. 3</td>
<td>December 11</td>
</tr>
<tr>
<td><strong>Spring 2009</strong></td>
<td>February 15</td>
<td>March 16-22</td>
<td>March 23-27</td>
<td>March 30</td>
<td>April 10</td>
<td>June 12</td>
</tr>
<tr>
<td><strong>Summer 2009</strong></td>
<td>May 15</td>
<td>June 8-14</td>
<td>June 15-18</td>
<td>June 22</td>
<td>July 2</td>
<td>August 13</td>
</tr>
<tr>
<td><strong>Fall 2009</strong></td>
<td>August 15</td>
<td>Sept. 7-13</td>
<td>Sept. 14-18</td>
<td>September 21</td>
<td>Oct. 10</td>
<td>December 10</td>
</tr>
<tr>
<td><strong>Winter 2010</strong></td>
<td>November 15</td>
<td>Dec. 21-27</td>
<td>Dec. 28-Jan. 1</td>
<td>January 4</td>
<td>Jan. 15</td>
<td>March 19</td>
</tr>
<tr>
<td><strong>Spring 2010</strong></td>
<td>February 15</td>
<td>March 15-21</td>
<td>March 22-26</td>
<td>March 29</td>
<td>April 9</td>
<td>June 11</td>
</tr>
</tbody>
</table>

*There will be no airport pickups over the Christmas holiday, December 24-25. Dates subject to change. See the website for latest information.*

For more information:
Tacoma Community College
International Student Services and Programs
6501 South 19th Street, Building 11
Tacoma, Washington USA 98466
Phone 253-566-5190 / Fax: 253-566-6027
Email international@tacomacc.edu
Visit the TCC website at:
http://www.tacomacc.edu
and www.tacomacc.edu/internationalstudents
**Tuition and Fees**

As of Fall Quarter 2008, the cost for attending Tacoma Community College each quarter is shown below. The costs for books, food, housing and personal expenses are estimates and will vary from student to student. This estimate does not include the cost of living in the US during the Summer Quarter.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Tuition*</td>
<td>2,676</td>
<td>2,676</td>
<td>2,676</td>
<td>8,028</td>
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<tr>
<td>Food and Housing</td>
<td>1,500</td>
<td>1,500</td>
<td>1,500</td>
<td>4,500</td>
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<tr>
<td>Fees**</td>
<td>75</td>
<td>75</td>
<td>75</td>
<td>225</td>
</tr>
<tr>
<td>Medical Insurance***</td>
<td>192</td>
<td>192</td>
<td>192</td>
<td>576</td>
</tr>
<tr>
<td>Books, Personal Expenses</td>
<td>705</td>
<td>705</td>
<td>705</td>
<td>2,115</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>US$5,148</strong></td>
<td><strong>US$5,148</strong></td>
<td><strong>US$5,148</strong></td>
<td><strong>US$15,444</strong></td>
</tr>
</tbody>
</table>

We require a bank statement showing that **US$15,444** is available for the first year of studies.

- Based on the standard course load of 15 credits per quarter. International students must take a minimum of 12 credits (US$2,555) per quarter.
- **Safety Fees:** US$15; **Facility Fees:** US$7.50; **Technology Fee:** US$17.50; **Class Fees:** average US$35.

***The cost of the TCC (Firebird International Insurance Group) plan is US$192 per quarter. Students are welcome to bring their own insurance from home; however, we require their policy have, at a minimum, the following coverage:

- Maximum benefit of US$100,000 per illness and per injury
- Payment of reasonable and customary charges
- Coverage provided anywhere in the world
- Repatriation benefits of at least US$25,000
- Medical evacuation benefits of at least US$50,000

If students wish to use a policy from home, they must bring proof of adequate coverage:

- The insurance policy, in English, with the required coverage clearly noted on it. A contact number within the U.S. must be available.
- An insurance card, or other proof of coverage, that includes their name as well as the start and end date of the insurance plan.

Please note: The International Student Advisor reserves the right to require students to purchase TCC insurance if the overseas policy is considered insufficient.

For more information, visit [http://www.tacomacc.edu/internationalstudents](http://www.tacomacc.edu/internationalstudents)

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**Housing Information**

**Homestay Program:**
Homestay offers a wonderful opportunity to study and practice English conversation and learn about American culture. Hosts also introduce students to the surrounding community, offering advice about everyday activities such as using the transit system, shopping, and meeting new people. Students who choose this arrangement find it comfortable and affordable.

**Bed & Breakfast Homestay**
A furnished private room, utilities, breakfast. The host provides food for breakfast: for all other meals, students buy and prepare their own food. **RATE: US$400/month**

**Complete Homestay**
A furnished private room, utilities, three meals per day. Food for all meals is provided by the host. **RATE: US$500/month**

**Apartment Placement:**
Some students prefer to live in an apartment. TCC’s Housing Coordinator selects apartments for these students using information provided on the application form.

**Airport Pickup:**
A TCC representative meets arriving students at the airport and takes them directly to their new homes.

- **Housing Placement Fee:** US$175 (includes free airport pickup)
- **Airport pickup only:** US$75

**Housing Information Available at:**
[http://www.tacomacc.edu/internationalstudents/lifeattcc/housinginformation.aspx](http://www.tacomacc.edu/internationalstudents/lifeattcc/housinginformation.aspx)
Admission Application for International Students

Page 1: Personal Information

Please type or print with a ballpoint pen.

Family Name (Surname) in English

First (Given) Name in English

Middle Name(s) in English

Gender ( ) Male ( ) Female

Country of Birth Country of Citizenship Nationality

Date of Birth Month _____ Day _______ Year _________

If you are less than age 18 years old and have not graduated from high school, you must submit an original, complete high school transcript by mail, or a GED score. Otherwise your application will be incomplete.

Student Telephone Number Country Code City Code Number

Fax Number Country Code City Code Number

Student Email Address

Student Mailing Address

Street

City State/Province Zip/Postal Code Country

Student Home Address in Foreign Country (physical residence)

Street

City State/Province Zip/Postal Code Country

What race/ethnicity do you consider yourself to be? choose all that apply

( ) Chinese ( ) Japanese ( ) Choose Not to Answer

( ) Filipino/a ( ) Other Asian or Pacific Islander

( ) Korean ( ) Other (please specify) ________________________________

Are you of Spanish or Hispanic origin? ( ) Yes ( ) No

Continued on page 2 ➔

This application and documents submitted with it become the property of Tacoma Community College and will not be returned to the applicant or any representative thereof. Tacoma Community College does not discriminate on the basis of race, color, national origin, sex, disability, sexual orientation, or age in its programs and activities.

For more information:

Tacoma Community College
International Student Services and Programs
6501 South 19th Street, Building 11
Tacoma, Washington USA 98466
Phone 253-566-5190 / Fax: 253-566-6027
Email international@tacomacc.edu

Visit the TCC website at: http://www.tacomacc.edu
and www.tacomacc.edu/internationalstudents
Page 2: Educational Information

Have you ever applied to Tacoma Community College before? ( ) Yes ( ) No

Have you ever attended Tacoma Community College? ( ) Yes ( ) No

Were you referred by an educational agency? ( ) Yes ( ) No

If yes, name of agency ________________________________

Agency Address – Street ________________________________
City ________________________________ State/Province ________________________________
Postal Code ________________________________ Country ________________________________

Agency Telephone Number: ________________________________
Country Code City Code Number ________________________________

Agency Fax Number: ________________________________
Country Code City Code Number ________________________________

Agency Email Address ________________________________

When do you want to begin your studies?
Year ________ Quarter ( ) Fall (Late September) ( ) Winter (Early January)
( ) Spring (Early April) ( ) Summer (Mid-June)

What are your educational plans while at Tacoma Community College? choose one
( ) English Language / English for Academic Purposes (EAP) ONLY
( ) Complete TCC 2-year program (including EAP instruction as needed), then transfer to a university
Name of 2-year program ________________________________
( ) Complete TCC technical program ONLY (including EAP instruction as needed; CANNOT transfer to a university)
Name of technical program ________________________________

How long do you plan to attend Tacoma Community College?
( ) 1 quarter ( ) Don’t know
( ) 2 quarters Other (please specify) ________________________________
( ) 3 quarters ________________________________
( ) Long enough to complete a degree ________________________________

What is your prior level of education before attending Tacoma Community College?
( ) Less than high school – Indicate the highest level you have completed ________________________________
( ) GED – please input GED score ________________________________
( ) High school graduate
Graduation Date Month __________ Year __________
( ) Some post high school; no degree or certificate
( ) Post high school certificate (less than 2 years)
( ) Associate’s (2-year) degree
Institution Name ________________________________
City ________________________________ Country ________________________________
Dates Attended: From Month __________ Year __________
To Month __________ Year __________
( ) Bachelor’s (4-year) degree or above
Institution Name ________________________________
City ________________________________ Country ________________________________
Dates Attended: From Month __________ Year __________
To Month __________ Year __________
( ) Other ________________________________

High school currently attending or last attended
Name of High School ________________________________
City ________________________________ State/Province ________________________________
Postal Code ________________________________ Country ________________________________

If you are under age 18 years old and have not graduated from high school, you must submit an original, complete high school transcript by mail, or a GED score. Otherwise your application will be incomplete. Conditional acceptance may be offered upon receipt of faxed or emailed documents.

Are you transferring to TCC from another school in the United States? ( ) Yes: Name of school ________________________________
( ) No

Are you currently in status with this institution? ( ) Yes ( ) No

Transfer students must complete a transfer form and submit it by email, mail or fax to the International office. Otherwise, your application will be incomplete.

Continued on page 3 ➔
Page 3: Housing Information

Where would you like to live?
( ) Homestay with an American family (strongly recommended for new students)
( ) Apartment – ONLY available to students age 18 and older (we strongly recommend that students not stay in an apartment until their 2nd quarter at TCC)
( ) Find my own housing

Address in the USA

Phone Number email

Do you require special accommodation because of a medical condition, disability or allergy? ( ) Yes ( ) No

If yes, please specify

Do you drink alcohol? ( ) Yes ( ) No

Do you smoke or use tobacco products? ( ) Yes ( ) No

Questions for Students Interested in a Homestay

Which type of homestay do you prefer?
( ) Complete Homestay
( ) Bed and Breakfast Homestay

Do you have any dietary requirements or preferences? ( ) Yes ( ) No

If yes, please specify

Why do you want to participate in the homestay program?

Please describe your personality.

Please describe your family: grandparents, parents, sisters, brothers, etc.

Would you prefer to live in a home with children? ( ) Yes ( ) No

Do you like pets? ( ) Yes ( ) No

If yes, what kind of pets do you like?

Questions for Students Interested in an Apartment

Please read the Housing Information page on the TCC website to learn more about the responsibilities of renting an apartment before choosing this housing preference.

How long do you plan to live in an apartment?
( ) 1 Quarter ( ) 1 Year
( ) 2 Quarters ( ) 2 Quarters
( ) 3 Quarters ( ) Longer than 1 Year

How many bedrooms would you like your apartment to have?
( ) 1 Bedroom ( ) 2 Bedrooms ( ) 3 Bedrooms

How much would you like to spend each month for your apartment rental? Note: The amount indicated is only for monthly rental fees and does not include other monthly expenses.
( ) US$600-700 ( ) US$700-800 ( ) It does not matter

Every apartment is equipped with basic appliances. However, there are some amenities that are not available in all apartments. Check the extra things you would like your apartment to have.

Note: In most cases, the greater the number of extra amenities, the more expensive the apartment. Please be aware that TCC cannot guarantee that an apartment will meet each of the desired requirements. The final selection will depend upon availability. Choose all that apply

( ) Fitness Facilities ( ) Hot Tub ( ) Microwave Oven
( ) Swimming Pool ( ) Option to Have Pets ( ) Jacuzzi
( ) Parking ( ) Dishwasher ( ) Cable Television
( ) Washer and Dryer ( ) Sauna ( ) Fireplace

Other (please specify)

If possible, would you like to share an apartment with another TCC student? ( ) Yes ( ) No

Continued on page 4
Questions for all Students

Will you bring dependents (husband/wife, children) with you? ( ) Yes ( ) No

Note: If you are bringing dependents to the US, your bank statement must show an additional US$3300 for each dependent.

Please provide the following information for each dependent who will come to the US with you:

Family Name __________________ First Name __________________
Date of Birth Month ___________ Day ___________ Year ________
Country of Birth __________________ Country of Citizenship ___________
Relationship to You __________________ ( ) Female ( ) Male

Family Name __________________ First Name __________________
Date of Birth Month ___________ Day ___________ Year ________
Country of Birth __________________ Country of Citizenship ___________
Relationship to You __________________ ( ) Female ( ) Male

Please attach a separate sheet for more dependents.

Would you like the International office to pick you up at the airport? This service costs $75 for students who choose not to participate in TCC’s housing options. ( ) Yes ( ) No

Do you know your flight arrival information?
( ) Yes Date: Month ___________ Day ___________ Year ________
   Time: Hour ___________ Minute ___________
   Airline ___________ Flight Number ___________

( ) No, I will inform the Housing Coordinator of my flight arrangements at a later date.

Application Fees and Bank Statement

Please mark which fees you will pay, according to your answers to previous questions:
( ) International Student Application Fee – Mandatory $50
( ) Housing Placement Fee (if you will participate in TCC’s housing program – includes free airport pickup) $175
( ) Airport Pick-Up Fee (only for students NOT participating in TCC’s housing program) $75

Your Current Total in US$: _______________________

Would you like to have your I-20 sent to you by private courier (much faster and more reliable than regular mail)?
( ) Yes – this will cost an additional $75
( ) No, I will stay with regular mail

Where would you like your I-20 sent? Choose one
( ) Home ( ) Mailing Address ( ) Agency
( ) Other (please specify) _______________________

Your New Total Application Fees in US$: _______________________

--- END OF APPLICATION ---

Thank you for applying to TCC! We will process your application as quickly as possible, in the order it was received. Please make a copy of this application for your records.

After we have received a COMPLETE application and all necessary attachments (bank statement, applicable fees, and high school transcript and transfer form if applicable), we will issue an I-20 form within 48 hours. The I-20 will be sent to the student address you provided in this application by regular mail or private courier (subject to $75 courier fee).

Please contact Sandra Ayesh at sayesh@tacomacc.edu with any questions about the application process.

We look forward to meeting you! Go Titans!

It is illegal for anyone under 21 years old to drink alcohol in the United States. It is illegal for anyone under 18 years old to use tobacco products in Washington State.