

## Admissions Checklist for International Students

Student Name:

Hello! We're so glad you're interested in applying to The School of Architecture. This checklist is your guide to applying at our school to help you understand what is required of you and what you can expect from us.

Please send all Application Materials to the Director of Admissions, Shelby Hamet, at [shamet@tsoa.edu](mailto:shamet@tsoa.edu)

### Applying for Enrollment at TSOA

#### 1. Required Application Materials

- TSOA Application ([M. Arch](#), [M.S. Arch](#))
- Resume/CV
- Personal Statement
- Official Transcripts
- Portfolio
- 3 Letters of Recommendation
- IELTS or TOEFL scores, if applicable
- \$50 Application Fee ([pay here](#))

#### 2. Applying for Scholarships

TSOA offers scholarships to deserving students. If you are interested in applying for scholarships through our school, please submit the following with your Academic application:

- [General Scholarship Application](#)

#### 3. Student Interview

Once the Admissions Committee has reviewed your application, they will determine whether or not to interview you for the program. If you are asked to interview, you will have 5 days to accept and schedule your interview. Interviews are either in person or over a video conference platform such as Zoom or Google Meet. You will interview with our President, Chris Lasch, Dean,

Stephanie Lin, Core Faculty member, Matthew Trzebiatowski, and the Director of Admissions.

#### **4. Acceptance into the program**

After your interview, the Admissions Committee will let you know of their decision to admit, reject, or suggest a deferred enrollment within 5 days of your interview.

#### **5. Scholarship award**

The Scholarship Committee meets during the enrollment period to review scholarship applications. Once a decision has been reached to determine scholarship allocation for that enrollment period, Award Letters will be sent to candidates. Candidates may accept or decline the scholarship provided by TSOA.

#### **6. Enrollment Agreement**

Your Enrollment Agreement with TSOA is your contract with us to say: yes, you have made the decision to study with us. Upon receipt of the Agreement from the Director of Admissions, you will have 10 days to return it to us. \$1,000 tuition deposit is expected upon return of the Enrollment Agreement (please contact the Director of Admissions if special arrangements need to be made).

- Enrollment Agreement
- \$1,000 Tuition Deposit (non-refundable)

### **Applying for your F-1 Visa**

Your F-1 Visa will give you the opportunity to study in the United States for the length of our Masters programs. The below list runs through the basic steps you will take to apply for your F-1 Visa. Please visit the website [Study in the States](#) for more information.

*\*\*Please note: once you have acquired your Visa, you may arrive in the US up to 30 days before the Start Date of your program, and no later than 15 days after the Start Date.*

#### **1. Financial Ability Form**

Submitted by the student, this form provides proof that the student is capable of paying tuition for at least one year's time.

**2. I-20 Form, “Certificate of Eligibility for Nonimmigrant Student Status”**

Submitted by the School to the Student, this form proves you are legally enrolled in a program of study in the United States.

**3. I-901 SEVIS Fee**

Paid by the student, this processing fee must be paid prior to applying for your Visa.

**4. Visa Application, Form DS-160**

Students must fill out the Form DS-160 as their Visa Application. The form is filed online, but be sure to bring a printed copy to your interview. Reference this [page](#) for information on applying for your Student Visa.

**5. Visa Interview**

Students must schedule an interview appointment at their US Embassy or Consulate. Reference this official list of [US Embassies/Consulates](#).

Any questions?? Email Shelby at [shamet@tsoa.edu](mailto:shamet@tsoa.edu) or call at (480)750-4475.