



International *Student* Application | Aviation

Dear Student,

We are very pleased that you have decided to apply for admission to Northwestern Michigan College! In order to be considered for admission to NMC this application must be completed in its entirety including all supporting materials outlined below. All materials, including official documents, should be sent to:

Northwestern Michigan College – Aviation Department
1701 E. Front Street
Traverse City, MI 49686 USA

Should you have any questions regarding your flight training program or application, please contact our Steven Ursell by calling +1 (231) 995-2923 or email sursell@nmc.edu. We look forward to receiving your application and to welcoming you to Northwestern Michigan College.

Admission Checklist

Please make sure you have each of these items before sending your application.

- I-20 International Student Application form
- Financial Support form
- Academic Record & Language Proficiency form
- Official bank statement(s) showing funds and English translation
- A photocopy of your passport ID page
- A photocopy of your current Visa, I-94 card and I-20 (if applicable)
- Keep a copy of your entire application for your records and for your visit to the U.S. Embassy

Next Steps

- NMC will provide you with an I-20 form and admission letter that indicates you are eligible for a student visa.
- You will pay the SEVIS fee. More information at: <https://www.fmjfee.com/i901fee/>.
- Apply for TSA Approval
- Schedule an appointment with the U.S. Embassy.
- Take all of your NMC application materials, the I-20 you received from NMC, your passport, a 2-inch x 2-inch passport photo, your SEVIS fee payment receipt and any other documentation required to a U.S. Embassy or Consulate to apply for your student visa.
- Enter the U.S. not more than 30 days before the start date listed on your visa.

1701 E. FRONT STREET, TRAVERSE CITY, MI, 49686 USA | www.nmc.edu



I-20 International *Student* Application | Aviation

Date _____

Name _____
Surname/Family Name First/Given Name(s) Middle Name

Date of Birth _____ Gender _____
Month Day Year Male or Female

Country of Birth _____ Country of Citizenship _____

Permanent Address _____

City Province/Territory

Postal Code Country

Email Address (check regularly please) _____

Home Telephone Number Mobile Phone Number

Passport Number *Please attach a copy of your passport to your application

Are you currently in the United States Yes _____ No _____

Type of Visa currently held (if applicable) _____ Expiration Date _____

Mailing Address in United States _____

City State Zip Code

I will be at this address until: _____ Telephone Number _____

When is your course start date? _____
Month Day Year

When is your expected course completion date? _____
Month Day Year

Evidence of English Proficiency

Is English your first language? _____ Yes _____ No, my first language is _____

I have taken the TOEFL, TOEIC or IELTS. _____ Yes _____ No If yes, score: _____

I have other English language training totaling _____ years.

If you selected 'Yes' above, please have your official results sent to: Northwestern Michigan College
Admissions
1701 E. Front Street
Traverse City, MI 49686 USA

Programs of Study (check one)

- | | |
|---------------------------------------|---|
| _____ 2-Week Flight Experience course | _____ Specialist Flight Training |
| _____ Private Pilot License course | _____ Seaplane Rating |
| _____ Instrument Rating course | _____ Acrobatic Training |
| _____ Commercial Pilot License Course | _____ Tailwheel Endorsement |
| _____ Multi-Engine Rating Course | _____ Associate Degree in Applied Science in Aviation |

Housing choice (Subject to Availability)

_____ I would like to live on campus in NMC's Residence Halls

_____ I will be renting a house or room of my own in Traverse City

_____ I would like to live with a Host Family*

(*Please attach a copy of your resume/CV which will be given to prospective host families)

Personal History

Have you ever been convicted of a crime? _____ Yes _____ No

*If yes, please explain on a separate sheet and attach.

Do you have any felony charges pending? _____ Yes _____ No

*If yes, please explain on a separate sheet and attach.

Certification

I certify that the information provided on this application is complete and accurate in every respect. I understand that falsification or omission of any information requested on this application or accompanying forms may result in cancellation of admission. If admitted, I agree to comply with all rules and regulations detailed in Northwestern Michigan College's printed catalog and student handbook. I also understand that, if I am an F-1 student, I must be enrolled in at least 12 credits per semester and carry health insurance while studying at Northwestern Michigan College to maintain my F-1 Status. If I am an M-1 student this does not apply.

Student Signature

Date

Please attach:

- A photocopy of your passport ID page
- A photocopy of your current Visa, I-94 card and I-20 (if applicable)
- A signed letter from your host family if they will be providing your room and board (if applicable)

Notes to Admissions Officer:



Statement of *Finances* | Aviation

Name _____
 Surname/Family Name First/Given Name(s) Middle Name(s)

As a student, it is your responsibility to demonstrate that you have sufficient funds available to cover all educational and living expenses for the entire course of study at Northwestern Michigan College. In addition, you must provide official bank statements to show that the money is in the bank and available for your educational expenses.

It is estimated that a student will need at least **USD \$** _____ to complete the _____ course for tuition, fees, room and board, books, and incidental expenses. This is exclusive of any travel costs.

Estimated Cost for One Year

Room and board (housing, meals, etc.)	\$ _____
Tuition and fees	\$ _____
Flight Hours	\$ _____
Insurance	\$ _____
Incidental expenses	\$ _____
Transportation (to/from campus and around town)	\$ _____
Books	\$ _____
TOTAL	\$ _____

1. Sources of Funding

Source of Funds	Amount for Course
Student	
Family	
Sponsor/Other	
TOTAL*	

**The total financial support indicated for each course must meet or exceed the estimated costs.*

I certify that the information I have provided is a correct statement of my financial support. I understand that if these funds are not available, Northwestern Michigan College is under no obligation to support me and it is likely that I will be unable to continue my education in the United States. I understand that, as an M-1 student, I am not permitted to work while in the United States unless I am an F-1 student and working on-campus.

Student Signature _____ Date _____

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2. Financial Agreement

A sponsor may be a parent, family member or another person who will provide financial support. An individual financial sponsor may provide complete or partial support for the student, but the student's total financial support must meet or exceed the total estimated costs of \$_____.

To the financial sponsor: In addition to signing this document, you must provide an official bank statement that includes your name, the name and contact information of your bank, and the available funds. The bank statement must be in English or have a certified English translation attached that shows the amount available in U.S. dollars. The statement must be recent, dated not more than 6 months before the student's anticipated attendance at NMC.

Family Agreement

Sponsor Name

Surname/Family Name

Given/First Name(s)

Address

Country

Country Code + Phone Number

Relationship to Student

I hereby certify that the above information is true and promise that I will bear the financial responsibilities outlined above for the student applicant.

Signature of Sponsor

Date

****Official bank statement(s) and English translation must be sent to:**

**Northwestern Michigan College – Aviation Department
1701 E. Front Street
Traverse City, MI 49686 USA**

Sponsor/Other Agreement

Sponsor/Other Name

Surname/Family Name

Given/First Name(s)

Address

Country

Country Code + Phone Number

Relationship to Student

I hereby certify that the above information is true and promise that I will bear the financial responsibilities outlined above for the student applicant.

Signature of Sponsor

Date

****Official bank statement(s) and English translation must be sent to:**

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Academic Record & Language Training | Aviation

Name _____
 Surname/Family Name First/Given Name(s) Middle Name

1. Summary of Educational History

Please detail the names of your schools, years attended and degrees/qualifications received in the table below.

Name of School/College	Dates Attended (MM/YY – MM/YY)	Degrees/Qualifications Received

2. Proof of Language Proficiency

My native or first language is _____

- I have taken an English proficiency test (circle one): TOEFL TOEIC IELTS
 My score was _____ *Please submit official results to the address above.*
- I have studied English for _____ years.
- I have taken English as a Second Language (ESL) courses within the last 3 years.
Please submit proof of course completion to the address above.



Aviation/Flight Training *TSA* Requirements

The United States Transportation Security Administration (TSA) must approve your application for flight training prior to commencing training in the U.S. Your I-20 form is included with this letter and is the first step in obtaining approval from TSA. The following steps must be completed before you depart your country:

1. Go online to: www.flightschoolcandidates.gov. Select “Create New Student Account” from the top right of the page. Complete the required information, making certain the information you enter matches your passport information, then submit your form. Shortly after you submit this information, you will receive an email with a User ID and Password.
2. Return to www.flightschoolcandidates.gov and enter your User ID and Password in the fields provided. You will then be required to complete the online AFSP application forms and submit them. Please note:
 - a. During online application process you will see questions regarding “Resident Start Date” and “Resident End Date”. These questions relate to how long you have been living at your current address.
 - b. For Step 7 the course ID please enter “101” and for training category use “Category 3”. You will then need to enter the aircraft type you will be training in which will be Cessna 152/172/172rg/Decathlon/Seaplane.
3. Once submitted the Alien Flight Student Program (AFSP) will contact Northwestern Michigan College (NMC), the flight training provider, for confirmation of your NMC application and admission details. Once that confirmation is received by AFSP from NMC, you will receive an email with further information about TSA approval and regarding the USD \$130 processing fee.
4. Pay the processing fee using the instructions sent to you.
5. Once the fee is paid, the application will be sent for consideration and you, the candidate, and the flight training provider (NMC) will be notified of a preliminary decision. If approved, the candidate will receive confirmation details with instructions on how to submit official fingerprints for clearance.
6. Submit fingerprints at the approved location in your country, as outlined in the instructions sent to you, and pay the Fingerprint Fee of USD \$150 (may vary by country).
7. When fingerprints have been submitted an approval email will be sent to the candidate and the training provider.

Please Note: Both M-1 or F-1 visa and TSA approval must be obtained before any flight training commences. It is *strongly* recommended that each student/candidate begins this process as soon as this information is received. It is the responsibility of the student to ensure appropriate visa and TSA clearances are in place before flight training begins. NMC Aviation will require copies of these documents prior to the student’s flight training beginning.

Should you have any questions regarding the visa or TSA application process please contact your NMC Program Advisor directly:

Steve Ursell
sursell@nmc.edu
Skype ID: nmc.aviation