

Family of Faith College

Instructions for International Student Enrollment Application

Family of Faith College and those persons acting in official capacities on behalf of the college will not discriminate in hiring practices, enrollment procedures, or administrative policies against any person on the basis of race, color, national origin, sex, or physical disability.

APPLICATION INFORMATION:

- To enter fall term (August), application packet must be submitted by July 1st.
 - To enter spring term (January), application packet must be submitted by November 1st.
 - International students must enroll full-time (12 + credit hours). Dropping below full-time can put a student's visa status in jeopardy.
 - **Note:** Allow six months to complete application procedures.
- Complete the **International Student Enrollment Application**.
 - Attach a recent **photograph** to the application.
 - Read Family of Faith College's **Statement of Faith**. This must be signed affirming your support.
 - Write your **Biographical Sketch & Statement of Call** according to the enclosed instructions.
 - If your native language is not English, you must take the **Test of English as a Foreign Language** (TOEFL) and send documentation with your application. The minimum paper-based score accepted is 500 and the minimum computer-based score accepted is 173.
 - Student must complete the **Confidential Financial Statement**.
 - Each person assuming financial responsibility for the student must complete a **Guarantor Certification** form.
 - A **Bank Certification** form must be completed for each Guarantor Certification form.
 - Please carefully read the **College Covenant** so that you will thoroughly understand the lifestyle we require on our campus, then sign.
 - A **\$25 application fee** may be paid by check or credit card (no cash, please). If using Visa or MasterCard, please include your account number, name on the account, account billing address, expiration date, and the three digit security code from the back of card.
 - Student must mail **all** of the above with the **\$25 application fee** to:
 - Director of Admissions*
 - Family of Faith College*
 - P.O. Box 1805*
 - Shawnee, OK 74802-1805*
 - USA*
 - Complete the top section of the **Pastoral Recommendation** and then give it to your pastor or a church leader to fill out. Remind him/her to mail it directly to Family of Faith College before the application deadline. This form must not be given to a relative!
 - Complete the top section of the **Academic Recommendation** and then give it to your principal or an instructor and remind him/her to mail it directly to Family of Faith College before the application deadline. This form must not be given to a relative!
 - Send **Transcript Request** forms to your high school and each institution that will be sending an official transcript to Family of Faith College. If you have not yet graduated, request the high school to send a current transcript of course work completed. If you expect to transfer credits from another college to FFC, we must receive an official transcript to review. (Remember, an official transcript is mailed in a sealed envelope directly to FFC from the institution.)

All enrollment procedures must be completed prior to the application being considered for approval.