



# michigan school of psychology

## INTERNATIONAL STUDENT CHECK LIST

In order to gain admission to the Michigan School of Psychology, please submit the following documents:

- Graduate application for admission
- \$75.00 application fee (in U.S. currency)
- Proof of English Language Proficiency in the form of:
  - TOEFL (minimum score of 550; computerized score of 213; internet-based score of 79-80) **or**
  - MELAB (minimum score of 80) **or**
  - MTELP (minimum score of 80) **or**
  - IELTS (minimum score of 6.5) **or**
  - Completed ESL Coursework which is equivalent to freshman-level English **or**
  - Completion of a college degree from an accredited English speaking institution
- Official transcripts from all schools attended
  - For degrees completed outside of the United States, an official course-by-course evaluation of your transcripts and diploma is required from an approved evaluation agency. You can use the services of any current NACES member ([naces.org/members](http://naces.org/members)). We recommend either World Education Services, Inc ([www.wes.org](http://www.wes.org)) or Educational Credential Evaluators, Inc ([www.ece.org](http://www.ece.org)).
- Completed F-1 Forms
  - Signed F-1 Student Responsibilities document
  - A completed **Financial Statement of Support** document
  - An **official** bank statement (stamped, signed, and less than 6 months old) verifying a minimum of 1 year of appropriate funds
  - An **Initial I-20 Request** form
  - A **Dependent Request** form (if applicable)
  - A completed **Transfer Clearance** form (only for transfer students)
- Photocopies of the visa, I-94 front and back, all previous I-20s, biographical page of the passport, and Employment Authorization Document (if any).
- Proof of health insurance with medical evacuation and repatriation clauses.

# MICHIGAN SCHOOL OF PSYCHOLOGY

## F-1 STUDENT RESPONSIBILITIES

A person admitted to the United States as an F-1 student must meet certain obligations in order to maintain legal status. Here is an **overview** of USCIS regulations as they relate to F-1 students at the Michigan School. The Michigan School of Psychology has an International Student Advisor/DSO in the Admissions or Registrar's Office who can assist you with questions or problems. However, it is ***your*** responsibility to know and adhere to all USCIS and MSP regulations.

Under current USCIS regulations, an F-1 student must do the following to maintain status:

1. Attend the school he or she was authorized to attend (the school that issued the student's I-20). The student must make normal progress towards completing the course of study, by completing studies before the expiration date on the I-20.
2. Carry a ***full course of study***. Every academic year or session, students must pursue a full course of study during every academic session or semester except during official school breaks, or unless approved, in advance, under a specific exception by the Designated School Official (DSO). All students can take only one online class per semester.
3. Apply to the DSO to continue from one educational level to another (e.g. from the master's program to the doctoral program) at the same school.
4. Students must notify the DSO when a name change occurs.
5. Remain in the U.S. no longer than 60 days after completing the full course of study, unless the student has followed procedures for applying for practical training, an extension or change of program, or school transfer.
5. Have a passport that is kept valid at all times, unless exempt from the passport requirement.
6. Not work, either on or off campus, unless specifically authorized to do so.
7. Report a change of address to the International Student Advisor/DSO within 10 days of the change.
8. Fully and truthfully disclose all information requested by USCIS.
9. Obey all federal and state laws.
10. Maintain valid health insurance at all times.

Information provided here should not be construed as legal advice. You may want to consult an immigration attorney to see how the law may apply in your situation. It is the ***student's responsibility*** to notify the DSO of any changes that affect his/her status.

I, \_\_\_\_\_, certify that I have read and understand the above statements.  
(print name)

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Signature of Student

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Date

## FINANCIAL INFORMATION FOR INTERNATIONAL STUDENTS

2020-2021

### Michigan School Tuition and Fees

**Doctoral** level tuition is \$1,107.00 per semester credit hour. To maintain full time status you must enroll in 9 credit hours per semester. The approximate cost for textbooks per doctoral class is \$115.35.

**Masters** level tuition is \$683.00 per semester credit hour. To maintain full time status you must enroll in 9 credit hours per semester. The approximate cost for textbooks per masters class is \$106.00.

Fees are charged separately per semester and include: resources (\$500.00), student engagement (\$25.00), supervision (\$200.00 only when enrolled in clinical training), dissertation (\$500.00 only for doctoral students) and applied behavior analysis module (\$40.00 only for ABA students).

Sufficient financial support for the first semester 2020 through the third semester 2021 is a minimum of **\$75,559.00** for doctoral level students and **\$69,702.00** for masters level students for academic and living expenses. You are required to show support for the entire amount, even if you intend to live with relatives in the U.S.

With your application, you must show evidence of sufficient financial support in the form of original stamped/signed bank document(s) or letter(s). Only United States citizens and permanent residents are eligible for Federal and State of Michigan financial aid.

The Michigan School of Psychology does not offer any type of assistantships. You must show financial support for the entire amount mentioned above.

### Semesters at the Michigan School

A semester is anywhere from 13 to 14 weeks: September-December (first semester), January-April (second semester) and April-July (third semester).

### Breakdown of Sufficient Financial Support Needed

#### **Doctoral:**

Annual costs for full-time study	\$43,395.00
Living expenses	<u>\$32,164.00</u>
Total	\$75,559.00

#### **Masters:**

Annual costs for a full-time study	\$35,034.00
Living expenses	<u>\$34,668.00</u>
Total	\$69,702.00

**MICHIGAN SCHOOL OF PSYCHOLOGY**

**INITIAL I-20 REQUEST FORM**

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_

USA ADDRESS

HOME COUNTRY ADDRESS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

HOME PHONE NUMBER: \_\_\_\_\_ CELL PHONE NUMBER: \_\_\_\_\_

BIRTHDATE: \_\_\_\_\_ COUNTRY OF BIRTH: \_\_\_\_\_

COUNTRY OF CITIZENSHIP: \_\_\_\_\_

TYPE OF VISA: \_\_\_\_\_ ADMISSION NUMBER (I-94 NUMBER): \_\_\_\_\_

EXPIRATION OF PASSPORT: \_\_\_\_\_ ISSUING COUNTRY: \_\_\_\_\_

DO YOU HAVE ANY DEPENDENTS THAT YOU WANT INCLUDED ON THIS I-20: [ ] YES [ ] NO

IF YES, PLEASE COMPLETE THE ATTACHED FORM WITH DEPENDENT INFORMATION.

BEGINNING FALL SEMESTER: \_\_\_\_\_

LEVEL OF STUDY: \_\_\_\_\_ MASTER \_\_\_\_\_ DOCTORAL

FINANCIAL SOURCE: \_\_\_\_\_ SELF \_\_\_\_\_ AMOUNT

\_\_\_\_\_ SPONSOR(S) \_\_\_\_\_ AMOUNT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

RETURN THIS FORM TO THE MICHIGAN SCHOOL REGISTRAR. YOU MUST ALSO SUBMIT A COPY OF YOUR VISA, PASSPORT, I-94 FRONT AND BACK, ALL PREVIOUS I-20'S AND A COPY OF EMPLOYMENT AUTHORIZATION DOCUMENT (IF ANY).

**MICHIGAN SCHOOL OF PSYCHOLOGY  
I-20 INFORMATION FOR DEPENDENTS OF F-1 STUDENTS  
(SPOUSE AND CHILDREN)**

F-1 STUDENT'S NAME: \_\_\_\_\_  
Family First Middle

DEPENDENT INFORMATION:

Family Name	First Name	Date of Birth	Country of Birth	Relationship to F-1 student
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

\_\_\_\_\_  
Signature of F-1 Student

\_\_\_\_\_  
Date

**Note:** Please attach a copy of the passport, visa, and I-94 (front & back) for each dependent.

**MICHIGAN SCHOOL OF PSYCHOLOGY**  
**FINANCIAL STATEMENT OF SELF SUPPORT**  
**2020 - 2021**

STUDENT'S NAME: \_\_\_\_\_  
Family First Former

STUDENT'S ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

I hereby certify that I have the financial means to support myself while I am a full-time student at the Michigan School of Psychology seeking a \_\_\_\_\_ degree. Attached is an official **original** (faxed or photocopies are not acceptable) bank statement in English and U.S. dollars that verifies a minimum of one year of appropriate funds in my name.\* An original bank statement must be printed at the bank with a signature and stamp from the bank; we cannot accept bank statements that are mailed to your residence. If the bank statement is obtained from out of the country, then it must be notarized and translated (if applicable). Bank statements must be current and dated within the last six months.

\_\_\_\_\_  
Signature of Student Date

\*The current tuition/living expenses for the master's program are \$69,702.00 in U.S. dollars. The current tuition/living expenses for one year of the doctoral program are \$75,559.00 in U.S. dollars.

**MICHIGAN SCHOOL OF PSYCHOLOGY**  
**FINANCIAL STATEMENT OF SPONSORED SUPPORT**

SPONSOR'S NAME: \_\_\_\_\_

SPONSOR'S ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

I, the above named sponsor, hereby certify that I will provide full financial support for

\_\_\_\_\_  
Family name

\_\_\_\_\_  
first name

while she/he is a student at the Michigan School of Psychology. I understand that the above named student is seeking a \_\_\_\_\_ degree. I further certify that my net income is adequate to undertake this responsibility. Attached is an official, **original (faxes or photocopies are not acceptable)** bank statement in English and U.S. dollars that verifies a minimum of one year of appropriate funds.\* An original bank statement must be printed at the bank with a signature and stamp from the bank; we cannot accept bank statements that are mailed to your residence. If the bank statement is obtained from out of the country, then it must be notarized and translated (if applicable). Bank statements must be current and dated within the last six months.

\_\_\_\_\_  
Signature of Sponsor

\_\_\_\_\_  
Date

\*The current tuition/living expenses for the master's program are \$69,702.00 in U.S. dollars.  
The current tuition/living expenses for one year of the doctoral program are \$75,559.00 in U.S. dollars.

MICHIGAN SCHOOL OF PSYCHOLOGY

INTERNATIONAL STUDENT CLEARANCE TRANSFER FORM

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To be completed by the student:

Student Name: \_\_\_\_\_

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

The Michigan School of Psychology will issue your new I-20 after you have been admitted to MSP and your current school has released your I-20 in the SEVIS system.

To Be Completed By the International Student Advisor/DSO:

Name and Address of School:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's SEVIS ID \_\_\_\_\_ Release Date: \_\_\_\_\_

While attending your school has the student maintained proper status per USCIS regulations?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If not, please explain \_\_\_\_\_  
\_\_\_\_\_

Please indicate whether student has participated in the following:

OPT from \_\_\_\_\_ to \_\_\_\_\_ PT or FT

CPT from \_\_\_\_\_ to \_\_\_\_\_ PT or FT

Signature of DSO/Advisor \_\_\_\_\_

Name of DSO/Advisor \_\_\_\_\_

Title of DSO/Advisor \_\_\_\_\_

Date \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Please fax form to:

Michigan School of Psychology Registrar  
248-476-1125