

## International Services & Programs

## Liste de contrôle de tâches « Checklist » pour étudiants internationaux.

Comment préparer et télécharger le dossier de candidature.





- 1. Vous avez déjà soumis la demande d'admission en ligne avec succès,
- 2. Vous êtes connecté(e) avec succès sur la page d'accueil étudiants,
- Vous pouvez maintenant commencer à préparer tous les documents requis avant de les télécharger dans votre liste de contrôle « Checklist ».



# Hèc Où trouver la liste des documents?





- La liste des documents à télécharger varie selon le type de demande d'admission.
- Aller à

### https://www.hccs.edu/support-services/international-students/admissions/

• Choisir la demande d'admission correspondante et aller à l'étape 3.

### Apply to HCC: New Students Living Outside the U.S.

• Step 1: Online application, W and P numbers

• Step 2: Sign in to your HCC account

#### Step 3: Prepare application documents

\* All documents must be saved as PDF files with short names (less than 30 characters). The file name should not contain any invalid characters such as (\*." <7.). Bad quality or upside-town documents will be rejected. Please combine different document types in 1 PDF file. For example, if you have statements from different banks, save them as one file. To scan and convert a file to PDF format, you can also use free PDF scanner apps (Genius Scan - PDF Scanner, Fast Scanner. Free PDF Scan for Android; Tiny Scanner-PDF scanner, etc.) Upon uploading, the System will add automatically 3 or 4-digit code and your HCC ID number to the name of the document. Do not attempt to modify the document's name!

#### 1. Complete the SEVIS Form I-20 Application

Note: Type the information online and then print and **sign it**. (This document may not show on the To Do list if we have received it via email.) 'Add additional page if more than 1 dependents.

#### 2. Passport photocopy (biometric page only)

\* Provide this document for all dependents (spouse/ children under 21) who will accompany you, as well as marriage and birth certificates.

#### 3. Financial Documentatio

- Note: If you have multiple documents, save them as 1 document in PDF format.
- 4. Application Fee (please save a copy of the receipt)
- Pay the non-refundable application fee of \$75 and save the receipt as a PDF. How to pay the fee:

Online payments (preferred): You can pay the fee online using a credit card or funds transfer from your local bank. For online payments, refer to the International Payment Tuorial (Flywire) for instructions. Please note that you must have completed Step 1 and Step 2 before you can make a payment online. Alternatively, you can pay the fee at any HC campus and save the receipt.

Note: The payment term and entrance term may vary when paying the fee online.



# Règles pour préparer vos Documents

Tous les documents doivent être enregistrés sous forme de fichiers PDF avec des noms courts et simples.

Les documents de mauvaise qualité ou à l'envers seront rejetés.

Les documents de même nature devront être enregistrés en un seul fichier PDF. Par exemple, si vous avez des relevés de différentes banques, enregistrez-les sous forme d'un seul fichier.

Vous pouvez également utiliser les applications de numérisation PDF gratuites pour Windows, Android et Apple.





# Télécharger



































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F1 Student Checklist 6	To Do List				
HCC Policy Checklist				6 rows	
On-Boarding Checklist	Task	Task Details ×	Status		
		Affidavit of Support			
	I-20 Fee	If your sponsor is residing in the US, an Affidavit of Support (I-134) is required. The Affidavit of support can be downloaded from HCC website or directly from www. uscis.gov ≻Forms> I-134. If your sponsor is residing outside of U.S., an Affidavit of Support (International) is required. It can	Initiated	>	
	I-20 Application	bé found on Step. 3 on the Application: Prepare Required Documents> Financial Requirements. Pleas upload document as .PDF file. If more than one sponsor , provide Affidavit from each sponsor. If self-sponsoring, no Affidavit is required.	Initiated	>	
	Affidavit of Support		Initiated	>	
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Cliquer sur Télécharger <b>"Upload"</b>					





























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		HACC HOUSTOR COMMUNITY COLLEGE The Office of International Student Service 6- Study Abroad	Affidavit of Financi or Non-US Citizen/ Non-US	al Support 6 Resident Sponsor)	
		This is to certify that I will assume Community College (and depe	e financial responsibility for the stu endents, if applicable).	udent's duration of study at Houston	
		Full Financial Responsibility* [ ] Tui	tion and Fee Expenses* [] Living E	<pre>kpenses* [] Dependent Expenses** []</pre>	
		NOTE: *You must include additional (given this is the estimated cost for per dependent. These figures are s	al supporting financial documents sh a full year of study at HCC). **Addit ubject to change without notificatio	nowing assets in the amount of <b>\$22,980 USD</b> ional financial support required: <b>\$4,400 USD</b> n.	
		STUDENT INFORMATION:			
		Family (Last) Name	First Name	Date of Birth	
		DEPENDENT INFORMATION: (C dependents can be added on a se	Copy of proof of relationship must be eparate sheet of paper.)	e submitted in English. Additional	
		Family (Last) Name	First Name	Date of Birth	
		Country of Birth	Country of Citizenship	Relationship	











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Lorsque vous téléchargez un document, il disparaît de la liste de contrôle des tâches et le nombre total diminue.





Vous pouvez maintenant **répéter** le même processus pour chaque document de votre liste de tâches. Lorsque vous avez terminé, cette liste devrait afficher I-20 in process (I-20 en cours) et la liste de contrôle de tâches pour étudiants internationaux affichera le chiffre **1**.

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	Bank Statement Initiated	>		
	Copy of Passport Initiated	>		
	I-20 In Process Initiated	>		





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		I-20 In Process		Initiated	

Pour payer les frais I-20, **(I-20 fee**) retourner à la page d'accueil des étudiants. **« Student Homepage »** 





Pour payer vos frais de demande d'admission, frais d'orientation ou frais de scolarité, cliquer sur Compte financier **« Financial Account »** 

Si vous avez besoin d'aide pour effectuer votre payement à partir de l'étranger, suivez le tutoriel de paiement pour étudiants internationaux "FLYWIRE International Students Payment Tutorial"





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