



## INSTRUCTIONS TO APPLY FOR ADMISSION TO INTERACTIVE COLLEGE OF TECHNOLOGY AND OBTAIN A STUDENT VISA WHEN RESIDING OUT OF THE COUNTRY

1. Go to [www.ict.edu](http://www.ict.edu). Review the information regarding the Colleges' campus locations, academic programs, tuition rates, and other pertinent facts regarding potential admission.
2. Follow these steps:
  - a. Review the Student Catalog(s) to learn more about the College(s), the various locations, and academic programs offered.
  - b. Select the location of the campus you plan to attend.
  - c. Select the program you wish to study. (Check the Approval Status of the desired programs; updates are ongoing.)
  - d. Complete the Pre-Application for Admission and attach the following documents. You can scan/email the documents to the International Student Admissions Office at the campus you plan to attend. Email or call the campus should you have any questions.
    - ☐ High School Transcripts, diploma or secondary school leaving certificate.
    - ☐ Evidence of financial support of at least \$28,000 in U.S. Currency, plus \$3,000 per dependent. If you will have a sponsor, please attach a letter of responsibility from the sponsor. The above amount is projected to cover tuition, books/fees, and living expenses for a calendar year.
    - ☐ Include a personal letter stating clearly why you wish to study and why you should be considered for admission at Interactive College of Technology.

The Consular Officer who will conduct your interview and consider your petition for a student visa (F1 or M-1) is very focused on your showing strong family or business ties to your country, and the likelihood of your returning upon completion of your studies.

The letter should be written in your own words; there are no form letters. If you prefer to write in your own language, an English translation must be included.

3. After completing the above documents, you may scan/email them to the campus location you wish to attend. Also, follow the instructions/link on the website to make an on-line payment of \$550. Two-hundred dollars is a non-refundable application/administrative fee, and \$350 is a Tuition Deposit if you are not accepted or are denied a student visa.

If you are unable to pay on-line, you may go to Western Union and wire the funds. The College will provide you with instructions, or send certified funds (payable to Interactive College of Technology) to the campus mailing address. Retain your receipts. In order to apply for a student visa, **you must have an active email address**.

4. Once all the documents have been received by the College, they will be reviewed and you will be notified of the admission decision via email. The College will send an acceptance letter with specific entry dates, and will issue the Form I-20 and send to you electronically. If documents have to be mailed, a \$100 fee will be deducted from the tuition deposit.
5. Upon receipt of the I-20 and Acceptance Letter, you must go on-line or to Western Union to pay the required SEVIS I-901 fee of \$200.

Fill out the Form I-901 online ([www.fmiffee.com](http://www.fmiffee.com)). Filling out the form online will generate a coupon number. You must have this coupon number to process your payment at Western Union. Print out the confirmation of payment of the I-901 fee.

Once you have the Form I-20, acceptance letter, and confirmation of payment of the I-901 fee, you should proceed to make an appointment for your personal interview at the appropriate Consulate or Embassy.

6. The College is informed (or you may contact us) after the completion of the interview and the decision in regard to your application.
7. Your acceptance letter will be valid for two **Registration Periods** or entry dates. If the College is not contacted via email requesting your acceptance be extended due to circumstances beyond your control, the acceptance and the Form I-20 are cancelled.

In order to obtain a refund of the tuition deposit, a notice of denial must be sent to the College.

Each time a new I-20 is issued, there is an additional \$100 administrative fee added to the total tuition charges. In the event of a denial, a new I-20 cannot be issued for at least six months.