

CALDWELL COMMUNITY COLLEGE AND TECHNICAL INSTITUTE

International Student Enrollment Process

1. **Submit a completed *Application for Admissions*** to the Admissions Office. Be sure to indicate the program of study you are interested in studying. Be sure to sign your application.
2. **Have high school or secondary school transcripts and transcripts from colleges previously attended sent directly to Caldwell Community College Admissions Office or Elaine S. Maxwell.**

You must request an evaluation of your secondary and post-secondary transcripts by one of the following evaluating agency:

World Education Services

www.wes.org

Phone: (212) 966-6311 Fax: (212) 739-6151

P.O. Box 5087

Bowling Green Station

New York, NY 10274-5087

Global Credential Evaluators

www.gcevaluators.com

P.O. Box 1904

Ocean Springs, MS 39566-1904

Educational Credential Evaluators

www.ece.org

P.O. Box 514070

Milwaukee, WI 53203-3470

Phone: (414) 289-3400

Education Evaluators International, Inc.

www.educei.com

11 South Angell Street #348

Providence, RI 02906

Phone: (401) 521-5340 Fax (401) 437-6474

The evaluating agency (not the student) must send the evaluation report directly to the Caldwell Community College Admissions Office. Student copies of the evaluations will not be accepted.

3. **Must prove English Proficiency.**
Presentation of an OFFICIAL copy of the Test of English as a Foreign Language (TOEFL) with at least a score of 500 (paper) or 173 (computer-based). The score report must have a date no older than two years.
4. **Have proof of income or support.**
Applicants must provide proof of financial support or sponsorship by having the financial income and expense statement completed by the appropriate financial institution.