

ELC Intensive English Program



Admissions Secretary
English Language Center
Michigan State University
Wells Hall
619 Red Cedar Road Room B230
East Lansing, MI 48824 USA
Telephone Number:
517-353-0800
Fax Number: 517-432-1149

FALL 2017 _____ 15 wks (Aug. 30 - Dec. 7) _____ 10 wks (Aug. 30 - Nov. 3)

SPRING 2018 _____ *16 wks (Jan. 8 - April 26) _____ 11 wks (Jan. 8 - March 23)
_____ 8 wks (Jan. 8-March 2) _____ 4 week (Jan. 8- Feb. 2)

SUMMER 2018 _____ 13 wks (May 14 - Aug. 9) _____ 8 wks (June 18 - Aug. 9) _____ 4 wks (July 16-Aug. 9)

2017 and 2018 Holidays-University Closed: September 4, November 23 & 24, December 25 & 26, January 1 & 2, May 28, and July 4

*Includes a one week mid-term break from March 5 to March 9, 2018.

IMPORTANT INFORMATION: PLEASE FILL OUT IN DETAIL

Are you currently in the United States? _____ YES _____ NO

If YES: What is your current visa status? _____ F visa _____ J visa _____ Other

MSU APPLICATION

Have you also applied to MSU? _____ YES _____ NO

For which semester? _____ Fall 2017 _____ Fall 2018

If they have accepted you, what is your PID# (Student Number starts with an "A")? _____

Family (Last) Name _____ **First Name** _____

Male _____ Female _____ Date of Birth: Day _____ Month _____ Year _____

Native Language _____ Country of Birth _____

Country of Citizenship _____ Other Languages: _____

International/Permanent Mailing Address

Street name and number: _____ City: _____

Country: _____ Postal/Zip code: _____

Home Phone: (include country/city/area code) _____

Cell Phone: _____

Personal E-mail: _____

U.S. Current Mailing Address (If you are a transfer student)

Street name and number: _____ City: _____

State: _____ Postal/Zip code: _____

Emergency Contact Name: _____

Street name and number: _____ City: _____

Country: _____ Postal/Zip code: _____

Home Phone: (include country/city/area code) _____

Cell Phone: _____

Personal E-mail: _____

Persons accompanying you to the United States:

Spouse:

Spouse's Family Name _____ Spouse's First Name _____

Spouse's Date of Birth: Day ____ Month ____ Year ____

Spouse's Native Language _____ Spouse's Country of Birth _____

Spouse's Country of Citizenship _____

Children: Please provide the following information for each child as it appears in their passport:

	Family Name, First Name	Gender	Date of Birth (month/day/year)	Country of Citizenship	Country of Birth	City of Birth	Child's Native Language
#1							
#2							
#3							

(for additional children, attach a separate sheet)

COST SCALE PER SEMESTER 2017-2018

***All tuition includes compulsory health insurance.**

Dates:	Weeks:	Tuition (No University Housing)	Tuition + Double Room (B)	Tuition + Single Room (C)
Aug 30-Dec. 7, 2017	15	\$8,255	\$13,445	\$12,850
Aug 30-Nov. 3, 2017	10	\$5,500	not available	*\$9,305
Jan 8 – April 26, 2018	16	\$8,255	\$13,445	\$12,850
Jan 8 – March 23, 2018	11	\$6,050	not available	*\$10,238
Jan 8 – March 2, 2018	8	\$4,400	not available	*\$7,460
Jan 8 – Feb, 2, 2018	4	\$2,200	not available	*\$3,740
May 14 – Aug 9, 2018	13	\$7,150	\$11,730	\$11,268
June 18 – Aug 9, 2018	8	\$4,400	not available	*\$7,460
July 16 – Aug 9, 2018	4	\$2,200	not available	*\$3,740

- (B) Tuition + Double Room **Undergraduate**
 -Placed into Residence Halls
 -Silver meal plan - unlimited meals
 -Maximum age is 25 years old

- (C) Tuition + Single Room **Owen Hall** (Full Semester)
 -75 meals & \$300 meal credits per semester included
 - Any additional meals will be billed directly to the student
-Must be 18 years old or older

*Double rooms may not be available for 4, 8, 10, or 11 week programs. Please contact the ELC to find out about availability.

- *(C) Tuition + Visiting Scholar Room in **Owen Hall** (Partial Semester)
 -5 meals and \$20 Spartan Cash per week
 -Rooms equipped with air-conditioning, cable TV, and housekeeping
-Must be 18 years old or older
***There are a limited number of Visiting Scholar rooms available each semester**

ADDITIONAL COSTS

Books and Supplies.....\$360.00 per semester (approximately)

***These prices are subject to change.**

HOUSING & INSURANCE

You must answer the following questions to allow us to accommodate you better:

- a. Would you like the ELC to help you with accommodations?
_____ Yes _____ No, I will make my own living arrangements or none required.
- b. If yes, which type of student residence hall would you like? _____ Double Room or _____ Single Room
- c. Would you like housing that is quiet? _____ Yes _____ No Preference
- d. The ELC has provided insurance for you during the dates of your program. Please purchase additional insurance if you arrive before your program dates or if you travel in the US after your program finishes.
- e. If you would like an apartment in married student housing, please refer to: <http://liveon.msu.edu/apartments> email uainfo@rhs.msu.edu (Note, the ELC cannot reserve any apartment style housing arrangements.)
- f. Please notify the ELC Office if you are in need of handicapper services.
- g. Are there any special medical conditions or allergies you have that housing should know about? If yes, please explain:

APPLICATION AND FINANCIAL CERTIFICATION

Students accepted into the English Language Center program must provide adequate financial resources **submitted in English** for their period of study in the United States. (See the “Cost Scale Per Semester” section of this application.) If you are submitting your application to us **four weeks or less** prior to the start of the program, **ALL** fees must accompany your application. **Allow three weeks for processing of I-20 form.**

The following information is required for issuance of *I-20 form:

Four weeks or less prior to start of semester please send the following:

- This completed application form
- Proof of financial ability and/or bank statement from your bank in English.
- **ALL** fees paid in full
- A copy of the information page of your passport which **must** include name, date of birth.

OR

More than four weeks prior to the start of the semester, please send the following:

- This completed application form
- \$150 non-refundable application fee (Payment of balance will be due 4 weeks before the start of classes.)
- Proof of financial ability and/or bank statement from your bank in English.
- Copy of the information page of your passport which **must** include name, date of birth.

The English Language Center will process your application once all the above materials are received. After you have been accepted into our program, we will issue your I-20. If you wish to have it express (Fedex) mailed to you, there is an additional \$45 cost.

***Do you wish to have the I-20 express (Fedex) mailed to you? _____ YES _____ NO**

If yes, add the additional \$45 to the \$150.00 for a total of \$195.00, and send a check (drawn on U.S. funds) or money order made payable to Michigan State University.

GENERAL TERMS AND CONDITIONS FOR ALL ELC Intensive English Program STUDENTS

Terms and Conditions of Payment:

- All tuition and housing fees (if housing is requested) are due 4 weeks before the start of the course.
 - Dates of insurance coverage
Continuing students: August 15-December 31; January 1-May 15; and May 16-August 14
New summer students: May 1-August 14
- Payment should be sent with application if you are applying less than 4 weeks before the start of the course.
- The fees are considered paid after they have been received by the ELC.

Requirements

Applicants must be 18 years of age or older or have graduated from high school.

Application Fee

The enrollment fee of \$150 U.S. dollars, is charged for all arrangements and shall not under any circumstances be refundable. This fee includes a \$50 course fee.

Arrival

Students agree to arrive before the date of the initial examination for the session to which they have been admitted.

No-Show or Withdrawal from the Language Course

Should the course participant fail to show up for the language course once it has begun or withdraw from the course, he/she shall not be entitled to claim any reimbursement of payments already effected.

Deferred Enrollment

(Please note: Any submitted application can only be deferred for one semester (4 months). After one semester, you must submit a new application and financial statement.

Passport and Visa Requirements

Many countries have Passport and Visa requirements. Please inform yourself about such regulations and take the necessary measures. We shall be happy to provide information, as needed.

Future Admission to Michigan State University

While the English Language Center is located on the campus of Michigan State University, admission to the ELC is in no way related to admission to Michigan State University and does not indicate or imply any future admission to Michigan State University. Academic Admission requires direct application to the MSU Office of Admissions.

Students Seeking Government Sponsorship

For those students applying for government sponsorship, if the Financial Guarantee letter from the sponsor is not submitted with a sponsored student application, the student applicant must pay the tuition and fees according to ELC Intensive English Program application procedures. Please refer to the IEP Government Sponsored application page on the ELC website for more information.

***MSU is a Tobacco-Free campus**

I hereby confirm that I have carefully read the General Terms and Conditions for ALL ELC Intensive English Program students as specified on the previous sheet and understand that these General Terms form an integral part of the present contract. If admitted, I agree to arrive before the date of the initial examination for the session to which I have been admitted and to comply with all regulations of the English Language Center.

Student signature _____ Date: _____

Signature and address of parent/guardian is required for students under the age of 18 years old.

Name: _____ Signature: _____ Date: _____

Street name and number: _____ City: _____

Country: _____ Postal/Zip code: _____

Please mail the completed application form, fees, and passport photocopy to:

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U.S.A.