


# International Students Checklist


Foreign students who wish to apply to Touro College and need an I-20, otherwise known as a student visa, must follow the steps listed below. Before an I-20 is issued, the applicant must be admitted to Touro College. The contact person for international students interested in the **School of Education and Special Education, Graduate Division is Professor Lorli Dima-ala**. Please call **Professor Dima-ala at (212) 463-0400, extension 554** to make an appointment. The office is located at the Main Campus, **43 West 23<sup>rd</sup> Street, New York, NY 10010**. You can also email her at **Ldimaala@touro.edu**. Please do not hesitate to contact her if you have any questions.

If you have any questions regarding undergraduate admissions, you may contact **Mr. Andrique Baron, Director of Admissions at (212) 463-0400, extension 665**.

## Students who live in the United States:

	Do this...	 Check it off!
Step # 1	Fill out an admissions application, submit copies of High School diploma or GED, and take a placement exam if needed.	
Step # 2	All applicants who have attended another college must have an official transcript (s) sent to the Office of Admissions of the program they are interested in. If the applicant has attended college in their home country, an original transcript must be translated and evaluated ( see list of agencies on the reverse side of this checklist)	
Step # 3	The admissions' counselor will contact you. <b><u>You must submit an affidavit of support</u></b> . This affidavit must be submitted to Mr. Edward Schabes. It consists of two parts: Part A is from the applicant's sponsor, stating that the sponsor will financially support the student while in college. Part B is proof that the sponsor has the money to back up their statement. Examples of this would be a bank statement or letter from the sponsor's bank or accountant that states available funds.	
Step # 4	After receiving the I-20 from the office of <b>Mr. Edward Schabes at 27-33 West 23<sup>rd</sup> Street, New York, NY 10010</b> , you should bring a copy to the Office of Admissions so that you can register.	

## Students who do not live in the United States:

	Do this...	 Check it off!
Step # 1	Fill out an admissions application, and submit copies of High School diploma or GED. A TOEFL is highly recommended, especially if the applicant is in their home country. You may download these forms from the Touro website: <a href="http://www.touro.edu">www.touro.edu</a>	
Step # 2	All applicants who have attended another college must have an official transcript (s) sent to the Office of Admissions. If the applicant has attended college in their home country, an original transcript must be translated and evaluated ( see list of agencies on the reverse side of this checklist)	
Step # 3	Provided that the above requirements are fulfilled, an acceptance letter will be sent to you.	
Step # 4	<b><u>You must submit an affidavit of support</u></b> . This affidavit must be submitted to Professor. Lorli Dima-ala of the Office of Admission for the School of Education and Special Education, Graduate Division, at the above address . It consists of two parts: Part A is from the applicant's sponsor, stating that the sponsor will financially support the student while in college. Part B is proof that the sponsor has the money to back up their statement. Examples of this would be a bank statement or letter from the sponsor's bank or accountant that states available funds.	
Step # 5	Contact <b>Mr. Schabes at 27-33 West 23<sup>rd</sup> Street New York, NY 10010</b> . You can also email him at <b>eddies@touro.edu</b> . Or call him at <b>telephone # (212) 463-0400, extension 607</b> to produce the I-20 document. This will be sent to you.	
Step # 6	After receiving the I-20, take it, plus the affidavit of support to the American Embassy in your home country and the Embassy will make the visa valid. When you arrive in New York, contact the Office of Admissions' Deputy Chair Professor Lorili Dima-ala at 43 West 23 <sup>rd</sup> Street, New York, NY 10010.	

All foreign transcripts must be translated and evaluated by a Touro-approved agency. The list below was issued by the National association of Credential Evaluation Services, Inc., an association of independent evaluation services.

<b>New York</b>			
<b>World Education Services, Inc.</b> Mariam Assefa P.O. Box 745 Old Chelsea Station New York, NY 10113-0745 Phone: (212) 966-6311 Fax: (212) 966-6395 e-mail: massefa@wes.org		<b>Evaluation Service, Inc.</b> Erika Popovyeh P.O. Box 85 Hopewell Junction, NY 12533 Phone: (825) 223-6455 Fax: (845) 223-6454 e-mail: esi2@frontier.net	
<b>California</b>			
<b>Center for Applied Research Evaluation Service, Inc.</b> P.O. Box 20348 Long Beach, CA 90801 Phone: (310) 430-1105		<b>Education Evaluators International, Inc.</b> P.O. Box 5397 Los Alamitos, CA 90720 Phone: (310) 431-2187 Fax: (301) 493-5021	
<b>Educational Records evaluation Service, Inc.</b> 9801 Ninth Street, 16 <sup>th</sup> Floor Sacramento, CA 95814 Phone: (916) 449-9570 Fax: (916) 448-3737		<b>Consultancy for International Education</b> P.O. Box 4031 Stockton, CA 95204 Phone: (209) 948-6589	
<b>Delaware</b>	<b>Florida</b>	<b>Illinois</b>	<b>Wisconsin</b>
<b>International Consultants of Delaware</b> 109 Barksdale Professional Ctr. Newark, DE 19711 Phone: (302) 737-8715 Fax: (302) 737-8756	<b>Josef Silny &amp; Associates, Inc. International Education Consultants</b> P.O. Box 248233 Coral Gables, FL 33124 Phone: (305) 666-0233 Fax: (305) 666-4133	<b>Foreign Academic Credential Services, Inc.</b> P.O. Box 400 Glen Carbon, IL 62034 Phone: (618) 288-5892	<b>Education Credential Evaluators, Inc.</b> P.O. Box 92970 Milwaukee, WI 53202 Phone: (414)289-3400 Fax: (414) 289-3411
<b>Massachusetts</b>		<b>Washington</b>	
<b>Education International, Inc.</b> 29 Denton Road Wellesley, MA 02181 Phone: (617) 235-7425 Fax: (617) 235-6831		<b>Foundation for International Services, Inc.</b> Queen Anne Square, Suite 503 200 West Mercer Street Seattle, WA 98119 Phone: (206) 298-0171 Fax : (206) 298-0173	