



International Student Application Checklist

Application Instructions **Applicants must be 18 years old OR have completed secondary school prior to enrollment

The following forms and documents are required for admission to Leeward Community College (Leeward CC)

STEP 1

Submit an [online application](#). If you are a first-time applicant, you will need to create an account before you can submit an application. This application is being used by all seven (7) University of Hawai‘i Community Colleges. From the “Add Program” section of the application, please be sure to select an academic major that is offered at “Leeward CC Main Campus – Pearl City, Oahu”. *There is a non-refundable \$25 application fee.

STEP 2

Submit other required documents to the Office of International Programs (lccintl@hawaii.edu) via [FileDrop](#)

Forms and documents	✓
A. Passport size picture of yourself.	
B. Official or Unofficial Transcripts/Grade Report from high school or college/university. (If the last school you attended was a college or university, submit a copy of your transcript from each college and/or university attended.)	
C. CREDIT PROGRAM APPLICANTS ONLY: Official TOEFL : 61 on iBT or 500 paper test / IELTS : 5.5 / Step Eiken : 2A / GTEC : 1051 / duolingo : 90 / Pearson Test for English Academic : 45 / LanguageCert International ESOL B2 Communicator: 33-50 ESL Pathway Program Applicants may apply without an official English Proficiency Test Score.	
D. * Affidavit of Support Form AND official bank statement from financial sponsor verifying a minimum amount of US\$22,528 for one academic year. The Office of International Programs does not accept statements from investment accounts such as stocks, bonds, or life insurance, as proof of financial support.	
E. Copy of passport photo page.	

*Applicants who wish to bring their dependent (spouse and/or children) to the United States as F-2 visa holders must show proof of an additional US\$5,000 for the first dependent and US\$3,000 each thereafter.

Applicants who are currently in the U.S. must submit the following forms and documents.

F. Copy of U.S. Visa or Change of Status Approval Notice from USCIS.**	
G. Form I-94. (Please retrieve your I-94 from https://i94.cbp.dhs.gov/I94/#/home#section)**	
H. Copy of I-20 and Transfer Information Form (ONLY for applicants who are on an F-1 student visa).	

**If you are a dependent and have a primary visa holder, please submit a copy of your primary visa holder’s passport photo page, U.S. Visa, and the Form I-94.

Academic Calendar & Recommended International Student Application Submission Dates

Credit Program & ESL (English as a Second Language) Pathway Program

Term	Overseas Application should be submitted by:	U.S.-based Application should be submitted by:
Fall semester (End of Aug through mid-Dec)	July 1	July 25
Spring semester (Early Jan through early May)	October 25	December 1
Summer terms (Mid-May through early Aug)	March 1	April 15

Applications are accepted on a rolling basis; however, we strongly recommend applying 3 months before the start of a semester.

All submitted forms and documents become the property of Leeward Community College Office of International Programs and cannot be returned.