Application Procedure

1. NOTE: The this time, the Intensive English Language program at USM does not offer courses at the beginner level.

2. Read all information carefully before sending anything.

3. Complete the application form, signing it and using the same name and date of birth that appears on your passport.

4. When you are accepted, you will be sent an I-20 form for the student visa. All fees must be paid in full at registration upon arrival.

5. Send your application by registered mail or as a scanned pdf file with original documentation

SEND TO:
The Intensive English Language Program
University of Southern Maine
96 Falmouth Street
P.O. Box 9300
Portland, ME 04104-9300 U.S.A.

Financial Guarantee Information
It is necessary to show proof of financial support for studies at USM. These documents must show that you have enough money to cover the costs of tuition, room, board, medical insurance, books and personal expenses as stated in the brochure. If a sponsor/parent is contributing to payments and/or room and board, he/she must also send a letter of support. This information is needed before we can send an I-20 Form for the student visa. All fees must be paid in full at registration upon arrival.

My source of financial support is:
- Personal/Family
- Sponsor
- Supporting Agency

Please attach the Declaration of Finances Form, a signed bank statement, and a letter of guarantee of financial support for the period of study in the U.S.

*NOTE: The application must be completed and signed by the applicant.*
If the applicant is unable to complete this for any reason, please contact us.

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Make check for $190 U.S. dollars payable to the University of Southern Maine

University of Southern Maine
Intensive English Language Program
2015-2016 Dates and Fees

Spring: January 19 – May 6, 2016
Summer: July 20 – August 14, 2015
Fall: August 31 – December 11, 2015

Fees (in U.S. Dollars)
Application and program deposit: A $190 payment must be sent with the application. $150 will be applied to program costs when a student enrolls. If a student does not enroll, the University keeps this deposit.

Fall or Spring Institute Costs
(15-week program)

- Educational Fee * $3,990
- Application Fee (non-refundable) $40
- Mandatory University Fees * $368
  (Unified fee, Transportation fee, Health fee, Activity fee)
- Estimated Living Costs: *
  - Room (double occupancy) & Meals $5,750
  - Medical Care $1,000
  - Books and Supplies (estimated) $200
  - Personal Expenses (estimated) $1,000
- Total $12,348

Summer Institute Costs
(4-week program)

- Program fee * $1,995
- Application fee (non-refundable) $40
- Mandatory University Fees * $158
  (Unified fee, Transportation fee, Summer registration fee)
- Activities fee $160
- Estimated Living Costs: *
  - Room (double occupancy) $1,225
  - Food $1,050
  - Medical Care $75
  - Books and Supplies (estimated) $100
  - Personal Expenses (estimated) $750
- Total $5,553

*Fees for 2015
The University reserves the right to adjust charges at any time.
Housing
Recommended housing for international students during the fall or spring semester is in one of the student dormitories on the Gorham campus (inter-campus bus service provided.) If students want to live near the Portland campus, they should arrive a week or two early to search for an apartment; the IELP does not assist with this search.

Summer students only can request housing in a small residence hall in Portland.
1. Estimated cost for four-week summer program: Double room $1,225
2. Estimated cost for fifteen-week semester program: Double room and required meal plan $3,750
To reserve a dormitory room for the Fall or Spring semesters, request a Residence Hall application form and return it to IELP with a $75 deposit (check payable to USM) along with all other documents.

Food Service
Students living in a dormitory during the semesters are required to buy a meal plan. Choice of an appropriate meal plan can be made on arrival.

Health Insurance
All international students must have medical and hospitalization insurance. Those arriving without proof of insurance can purchase a plan at registration.

Visa Requirements
Students participating in the full time Intensive Program need to obtain an F-1 student visa. It is important to complete the ‘Certification of Finances’ form and attach documents which show adequate funds of support while in the USA and a letter of support from a parent/sponsor. When the application is approved, USM will issue the I-20 which is needed to apply for the F-1 student visa. Students must apply for the visa at the U.S. Consulate or Embassy in their home country at least 6 weeks before travel. Students cannot enter the U.S. more than 30 days before the start of their program.

Payment Policies
All payments must be made in U.S. Dollars. The application fee and deposit must be paid with a check drawn on a U.S. Bank and payable to the University of Southern Maine. The University will charge a fee of 2.75 percent on MasterCard, Discover, and American Express. Visa is not accepted. Students are required to pay all University charges by the end of the first week of the program. For more information about the IELP, please contact:
Intensive English Language Program
University of Southern Maine
P.O. Box 9300
Portland, ME 04104-9300 U.S.A.
Tel. 207-780-4419
E-mail: usmiep@usm.maine.edu
Web site: http://www.usm.maine.edu/esol

APPLICATION FORM
Intensive English Language Program (IELP)
University of Southern Maine
(Please Print)

☒ Fall 201__ ☒ Spring 201__ ☒ Summer 201__
1. Applicant’s Name: (First) ____________________________
   (Middle) ____________ (Last) ____________________________
2. Sex: ☐ Male ☐ Female
3. Date of Birth: __/__/________  mo  day  yr
4. Country of Birth ______________________________________
5. Country of Citizenship __________________________________
6. Home Country Full Address (required for I-20)
   ____________________________________________________
   ____________________________________________________
   ____________________________________________________
7. Mailing Address/USA Address
   ____________________________________________________
   ____________________________________________________
8. E-mail Address ________________________________________
9. Current/USA Telephone (___) ____________________________
10. Permanent Phone (___) _________________________________
11. Fax Number (___) _____________________________________
12. Name of High School ________________________________
    Date of Graduation _________________________________
13. Name of University _________________________________
    Date of Graduation _________________________________
14. How would you rate your English speaking ability?
   ☐ High Intermediate ☐ Intermediate ☐ Low Intermediate
15. How would you rate your English reading ability?
   ☐ High Intermediate ☐ Intermediate ☐ Low Intermediate
16. Do you intend to apply to the University of Southern Maine?
   ☐ Yes ☐ No
17. If you are already in the U.S.A., which visa do you have?
    F-1 ☐ F-2 ☐ B (Tourist) J-1 ☐ J-2 ☐ Other
    (please circle)
18. If you are a transfer student, what is the name of the institution that issued your I-20?
   ____________________________________________________
19. Do you need a Certificate of Eligibility (Form I-20) for a student visa?
   ☐ Yes ☐ No
20. How did you find out about the Intensive English Language Program?
   ☐ friend/relative ☐ publications/books about ESL programs
   ☐ U.S. Embassy/Consulate ☐ placement agency
   ☐ Internet ☐ former USM ESOL student
   (Optional: Name ______________________________________
21. Housing Plans:
   ☐ I plan to live in a residence hall on campus
   ☐ I plan to live off campus
   ____________________________________________________
   Signature of applicant _________________________________
   _________________________________
   Date _________________________________