

# Application for enrollment

Please print clearly in English and in BLOCK letters and return your application to your local representative or email to [naadmissions@studygroup.com](mailto:naadmissions@studygroup.com)  
Please tick boxes where appropriate. Please note all sections are compulsory. We are unable to process an application to City College of New York unless we have full details of the student applying for the program. Please note: If you have already applied directly to CCNY through the CUNY online application, Study Group is unable to accept your application.

## Local representative information

|                |               |
|----------------|---------------|
| Counselor name | Agency/Branch |
| Email          | URN           |

## Student details

|   |                                   |  |   |
|---|-----------------------------------|--|---|
| Family name(s) <i>(as it appears in passport)</i>   |                                   |  |   |
| Prior last name(s) used   |                                   |  |   |
| Given name(s) <i>(as it appears in passport)</i>  |                                   |  |   |
| Title   | Date of birth <i>(mm/dd/yyyy)</i> | Age  | Gender: M <input type="checkbox"/> F <input type="checkbox"/> |
| First language  |                                   |  |   |
| Other languages spoken  |                                   |  |   |
| Country of birth  |                                   | Country of citizenship                                   |   |
| Home address <i>(including city)</i>  |                                   |  |   |
| Country   |                                   | Zip/Postcode   |   |
| Current address <i>(if different from home address)</i>   |                                   |  |   |
| Length of time in New York City <i>(if applicable)</i>  |                                   | Length of time in New York state <i>(if applicable)</i>  |   |
| Email   |                                   |  |   |
| Day telephone number <i>(including country code)</i>  |                                   | Evening telephone number <i>(including country code)</i> |   |
| Do you have a spouse and/or children that will be accompanying you to the USA as of the date you will begin classes at the university? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(please tick)</i>  |                                   |  |   |
| Do you currently hold a valid I-20 from another U.S. school? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(please tick)</i> If Yes, please attach a copy of your current I-20, visa and I-94 card. Upon confirmation you will also need to complete the the CCNY SEVIS I-20 Transfer form. |                                   |  |   |
| Are you currently in the U.S. on another non-immigrant visa (examples: B-1/B-2, F-2, etc.)? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(please tick)</i><br>If Yes, please attach a copy of your current non-immigrant visa.   |                                   |  |   |
| Are you a permanent resident of the U.S. or do you currently hold a valid U.S. passport? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(please tick)</i><br>If Yes, please attach a copy of your Alien Registration Card or U.S. passport.  |                                   |  |   |
| If you have a U.S. Social Security Number, please include here  |                                   |  |   |
| Have you ever applied to the City University of New York? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(please tick)</i> If Yes, when?   |                                   |  |   |

Intended start When would you like to start? August  January  *(please tick)*

Intended degree program Refer to Appendix for CCNY degree programs.

|   |
|---|
| University degree program (e.g. International Business) <i>(required)</i> |
|---|

## Application checklist and required documentation:

**Original or official academic records are required prior to or upon arrival at City College of New York.**  
**Official scanned documents are accepted for the application process.**

### All applicants

- A complete and accurate application form, including intended degree program, email address and telephone number
- Official test scores from English language proficiency test: IELTS or TOEFL iBT accepted
- Certified, scanned copies of all academic records, including transcripts, grade sheets and school leaving certificates (including official translations)
- Certified proof of graduation, translated into English with translation authenticated, if available at the time of your application
- Identification pages of your passport
- Current I-20 and visa, if currently studying in the U.S.

### Additional undergraduate requirements

- Engineering: Personal statement and two letters of recommendation (submitted digitally to [naadmissions@studygroup.com](mailto:naadmissions@studygroup.com))
- Architecture: Creative Challenge
- Music BFA: Audition

# Previous education

Please give details of all the secondary school, college, university, and English language schools you have attended. Please include full, scanned, certified transcripts of all your academic qualifications, translated into English along with translation authenticated by a notary public or similar official. Applicants must include all parts of their educational history.

| Institution name | City and Country | Date attended (mm/yyyy) |    | Subject/Major | Grades/Results | Did you graduate from this institution?  |
|------------------|------------------|-------------------------|----|---------------|----------------|--|
|                  |                  | From                    | To |               |                | Yes <input type="checkbox"/> No <input type="checkbox"/> (please tick)<br>If yes, list credential earned |
|                  |                  | From                    | To |               |                | Yes <input type="checkbox"/> No <input type="checkbox"/> (please tick)<br>If yes, list credential earned |
|                  |                  | From                    | To |               |                | Yes <input type="checkbox"/> No <input type="checkbox"/> (please tick)<br>If yes, list credential earned |
|                  |                  | From                    | To |               |                | Yes <input type="checkbox"/> No <input type="checkbox"/> (please tick)<br>If yes, list credential earned |
|                  |                  | From                    | To |               |                | Yes <input type="checkbox"/> No <input type="checkbox"/> (please tick)<br>If yes, list credential earned |
|                  |                  | From                    | To |               |                | Yes <input type="checkbox"/> No <input type="checkbox"/> (please tick)<br>If yes, list credential earned |

While a high school student, did you take any college courses? Yes  No  (please tick)

## Standardized testing

Please fill out your applicable test scores/date taken and attach copies of your test score reports.

|                      |                             |
|----------------------|-----------------------------|
| IELTS (score/date)   | TOEFL iBT (score/date)      |
| SAT/ACT (score/date) | Cambridge Exam (score/date) |

## Additional information

### Parent or guardian contact

|  |  |
|--|--|
| Name   | Country of citizenship                           |
| Home address (if different from student address) |  |
| Country  | Zip/Postcode                                     |
| Home telephone number (including country code)   | Mobile telephone number (including country code) |
| Email  | Relationship to student                          |
| Occupation                                       |  |

### Payment of tuition fees

|                                  |  |  |   |               |
|----------------------------------|--|--|---|---------------|
| Self <input type="checkbox"/>    | Parent/guardian <input type="checkbox"/> | Company sponsor <input type="checkbox"/> | Government sponsor <input type="checkbox"/> | (please tick) |
| Please give full name of sponsor |  |  |   |               |

### Accommodation

There is limited on campus housing for undergraduate students. Please use the boxes below to indicate your preference. More information will follow after an admissions offer is issued.

|  |
|--|
| Do you require on-campus accommodation? Yes <input type="checkbox"/> No <input type="checkbox"/> |
|--|

### Health insurance

Health insurance is optional but highly encouraged for all international students.

For full details, visit [www.ccny.cuny.edu/iss/healthinsurance](http://www.ccny.cuny.edu/iss/healthinsurance)

**Please turn to page 5 to sign the declaration, except for undergraduate engineering students who first need to complete the questions on page 4 before signing the declaration.**

## For undergraduate engineering students only

Current Courses: If you are currently attending high school, list your senior year courses. Indicate any honors/college level/AP/IB enrichment courses.

List any experiences outside the classroom that have shaped your high school years. Include special programs or summer institutes, jobs or internships (paid or volunteer), clubs and organizations, talents, and any awards you received.

Explain why you have chosen to obtain a degree in engineering. Discuss any experiences you may have had and/or people you have known who influenced your decision. Your response should be no more than 150-250 words.

**Please turn to page 5 to sign the declaration**

# Confirmation procedure

Once we receive your completed application it will be evaluated for admission. If admitted, you will receive a Letter of Acceptance and you will be able to confirm your enrollment by submitting your deposit payment. The university will then issue the I-20 and you will receive pre-arrival details featuring further instructions.

## Declaration

### How did you hear about us?

Choose one of the following:

|                                |   |                                  |   |                               |
|--------------------------------|---|----------------------------------|---|-------------------------------|
| Agent <input type="checkbox"/> | Educational Fair <input type="checkbox"/> | Website <input type="checkbox"/> | Friend/relative recommendation <input type="checkbox"/> | Other <i>(please specify)</i> |
|--------------------------------|---|----------------------------------|---|-------------------------------|

### Acceptance – by the student (if over 18), parent, legal guardian or sponsor

I apply to enroll the person named as a student of City College of New York. I undertake to pay all tuition and accommodation fees incurred by the student as they become due in accordance with the Terms and Conditions and, where relevant, either to give the required notice of cancellation or to pay the required fees in lieu of notice.

By ticking this box I confirm the following:

- I am the student, or their parent or legal guardian (if the Student is under 18 years of age), or have the full and express authority and consent of the Student to submit this application on their behalf.
- I hereby certify that all the information in this application is accurate and complete. I realize that failure to file the appropriate application may affect my admission status. I understand that all the information contained in this application will be treated confidentially and will be used for institutional purposes only. I confirm that I have disclosed all secondary and postsecondary schools attended. I understand that submitting fraudulent documents or omitting or falsifying information about my educational record may subject me to a five-year bar from City University of New York (CUNY).

|                              |
|------------------------------|
| Full name <i>(signatory)</i> |
| Date <i>(mm/dd/yyyy)</i>     |

The City University of New York does not discriminate on the basis of age, sex, race, creed, color, national origin, physical or mental disability, sexual orientation, marital status, alienage or citizenship status, or veteran's status.

# Appendix

## The City College of New York Undergraduate Degree Programs

| Degree   | Award  | Spring intake | Fall intake |
|--|--------|---------------|-------------|
| Anthropology   | BA     | Yes           | Yes         |
| Architecture   | B Arch | No            | Yes         |
| Area Studies: Asian-Latin American and Latino-                           | BA     | Yes           | Yes         |
| Area Studies: Black-Puerto Rican-Jewish                                  | BA     | Yes           | Yes         |
| Art - Art History  | BA     | Yes           | Yes         |
| Art - Studio   | BA     | Yes           | Yes         |
| Bilingual Childhood Education Grades 1-6                                 | BSEd   | Yes           | Yes         |
| Biochemistry   | BS     | Yes           | Yes         |
| Biology  | BS     | Yes           | Yes         |
| Biomedical Engineering   | BE     | Yes           | Yes         |
| Biotechnology  | BS     | Yes           | Yes         |
| Center for Worker Education - Early Childhood Education                  | BS     | Yes           | Yes         |
| Center for Worker Education - Interdisciplinary Liberal Arts and Science | BA     | Yes           | Yes         |
| Chemical Engineering   | BE     | Yes           | Yes         |
| Chemistry  | BS     | Yes           | Yes         |
| Childhood Education  | BSEd   | Yes           | Yes         |
| Civil Engineering  | BE     | Yes           | Yes         |
| Communications (Advertising and Public Relations)                        | BA     | Yes           | Yes         |
| Comparative Literature   | BA     | Yes           | Yes         |
| Computer Engineering   | BE     | Yes           | Yes         |
| Computer Science   | BS     | Yes           | Yes         |
| Earth Systems Science and Environmental Engineering                      | BE     | Yes           | Yes         |
| Economics (Business)   | BA     | Yes           | Yes         |
| Electrical Engineering   | BE     | Yes           | Yes         |
| Electronic Design and Multimedia (Graphic Arts)                          | BFA    | Yes           | Yes         |
| English  | BA     | Yes           | Yes         |
| Environmental and Earth Systems Science                                  | BS     | Yes           | Yes         |
| Film and Video Production  | BFA    | Yes           | Yes         |
| Geology (Earth and Atmospheric Sciences)                                 | BS     | Yes           | Yes         |
| History  | BA     | Yes           | Yes         |
| International Studies  | BA     | Yes           | Yes         |
| Management and Administration  | BA     | Yes           | Yes         |
| Mathematics  | BS     | Yes           | Yes         |
| Mechanical Engineering   | BE     | Yes           | Yes         |
| Music - Classical Instrumentalists                                       | BFA    | Yes           | Yes         |
| Music - Classical Vocalists  | BFA    | Yes           | Yes         |
| Music - Jazz Instrumentalists  | BFA    | Yes           | Yes         |
| Music - Jazz Instrumentalists/Music Education                            | BFA    | Yes           | Yes         |
| Music - Jazz Vocalists   | BFA    | Yes           | Yes         |
| Music - Jazz Vocalists/Music Education                                   | BFA    | Yes           | Yes         |
| Music - Sonic Arts/Music and Audio Technology                            | BFA    | Yes           | Yes         |
| Music (General)  | BA     | Yes           | Yes         |
| Philosophy   | BA     | Yes           | Yes         |
| Physics  | BS     | Yes           | Yes         |
| Political Science  | BA     | Yes           | Yes         |
| Psychology   | BA     | Yes           | Yes         |
| Romance Languages: French, Italian, Spanish                              | BA     | Yes           | Yes         |
| Sociology  | BA     | Yes           | Yes         |
| Teacher Education/ Earth Science, Grades 7-12                            | BS     | Yes           | Yes         |
| Teacher Education/Art, All Grades  | BA     | Yes           | Yes         |
| Teacher Education/Biology, Grades 7-12                                   | BS     | Yes           | Yes         |
| Teacher Education/Chemistry, Grades 7-12                                 | BS     | Yes           | Yes         |
| Teacher Education/English, Grades 7-12                                   | BA     | Yes           | Yes         |
| Teacher Education/Mathematics, Grades 7-12                               | BA     | Yes           | Yes         |
| Teacher Education/Music, All Grades                                      | BA     | Yes           | Yes         |
| Teacher Education/Physics, Grades 7-12                                   | BS     | Yes           | Yes         |
| Teacher Education/Social Studies, Grades 7-12                            | BA     | Yes           | Yes         |
| Teacher Education/Spanish, Grades 7-12                                   | BA     | Yes           | Yes         |
| Theater  | BA     | Yes           | Yes         |
| Undecided/Liberal Arts   | BA     | Yes           | Yes         |