Admission of International Students

Windward Community College is authorized under federal law to enroll non-immigrant students in approved SEVIS programs via student visa status (F1 or M1). International students must comply with all regulations of U.S. Department of Homeland Security and the University of Hawai‘i policies and procedures. The application process should start as early as possible to successfully complete the application by the deadline. Contact the Admissions & Records office for eligible programs approved by SEVIS.

Admissions & Records Office
Hale Alaka‘i 112
808-235-7432
https://windward.hawaii.edu/international-students/

1. Fulfill English Proficiency Requirement
   - Score must be within two years prior to the start of the semester
   - Score must be sent directly to Windward Community College Admissions & Records office (#4976)
   - Minimum score TOEFL 500 (paper-base), 173 (computer-base), or 61 (internet-base); IELTS academic section 5.5; or EIKEN = Step 2A

   Note: If a student’s native language is English (Australia, Canada except Quebec, Ireland, New Zealand, United Kingdom), they are exempt from English Proficiency Requirement.

2. Submit University of Hawai‘i System Application
   - Apply online
   - Pay the non-refundable non-resident application fee
   - Select an approved SEVIS degree program

3. Submit University of Hawai‘i Supplementary Information Form for Undergraduate International Applicants
   - Form includes an affidavit of financial support that shows sponsorship and/or financial support in US dollars (USD) for tuition, books/supplies, and living costs for the duration of study (refer to supplementary application for estimated cost of attendance)
   - Include Sponsor’s bank statement in US dollars (must be within the last 6 months)

4. Submit Transcripts
   - Official high school (secondary) transcripts showing evidence of successful completion of schooling equivalent to 12 years of U.S. education sent directly by the high school to Windward Community College Admissions & Records office (must include graduation date)
   - Official college (post-secondary) transcripts sent directly by college to Windward Community College Admissions & Records office
   - All transcripts must be in English or accompanied by an English translation that has been certified by either a school official or a U.S. consular official

5. Submit Signed International Student Health Insurance Acknowledgement Form
   - To protect international students against the high cost of unanticipated health care expenses resulting from accidents or illness
   - During the first week of the semester, provide proof of valid up-to-date medical health insurance

6. Meet the Deadline (including all documents to complete application)
   - Fall Semester (starts in August) deadline is June 1
   - Spring Semester (starts in January) deadline is November 1
   - Summer not accepting application

7. Upon Acceptance to the College
   - I-20 will be issued with acceptance letter via mail
     - With I-20, apply for a student visa through the U.S. Embassy or Consulate of the country
     - For Transfer Student (currently enrolled in college in the United States), submit Transfer International Student form
   - Pay SEVIS fee via www.ice.gov/sevis/i901
   - Submit Health Clearances
   - Required to register resident (on-campus) classes at Windward Community College at least full-time status (12 credits)
8. During the First Week of the Semester at Windward Community College

- Provide proof of valid up-to-date medical health insurance
- Submit copy of current passport
- Submit local mailing address