



# INTERNATIONAL STUDENT Transfer Process

## Complete the following *before* submitting your UCF admission application:

- 45 transferrable college credit hours from a regionally accredited college/university. This may include college credits from an international evaluation.
- Meet English Proficiency requirement. See Step 3 for more information.
- ENC 1101 and 1102, and two math courses at the College Algebra level or higher.

### STEP 1: SUBMIT APPLICATION ONLINE

- Submit the completed UCF Online Application
- Pay the required non-refundable \$30.00 application fee in U.S. Dollars.

The following deadlines apply to Undergraduate Transfer Students (transferring to UCF from a DirectConnect to UCF Partner College):

	Fall (August - December)	Spring (January-May)	Summer (May-June)
Deadline for application and academic documents	1 March	1 September	1 January
Deadline for submission of forms and immigration documents to UCF Global	1 August	1 December	1 May

### STEP 2: SUBMIT REQUIRED ACADEMIC DOCUMENTS—TRANSFER STUDENTS *(Address for submitting transcripts is at the bottom of the back page.)*

- Submit official transcripts from all U.S. and/or regionally accredited post-secondary schools (colleges and universities) attended.
- Note: For international post-secondary schools, course-by-course transcript evaluations (including translations, if needed) will be required. Transcript evaluations must be completed and sent directly to UCF by one of the following companies:  
World Education Services - [wes.org](http://wes.org)      Josef Silny & Associates - [jsilny.com](http://jsilny.com)
- In order to satisfy the SUS foreign language requirement, you may submit a copy of your international secondary school transcripts to the office of Undergraduate Admissions for review.
- Submit official AP, IB, AICE, CLEP and Cambridge AS/A level score reports for exams taken.

**STEP 3: PROOF OF ENGLISH LANGUAGE PROFICIENCY** International DirectConnect to UCF students may meet this requirement by completing English Composition I and II with a grade of “B” or higher at a DirectConnect to UCF partner state college. For additional information on how to meet this requirement, please visit the International Applicants page on the Undergraduate Admissions website at [admissions.ucf.edu/apply/international](http://admissions.ucf.edu/apply/international).

### STEP 4: CHECK YOUR ADMISSION APPLICATION STATUS

- Check the status of your academic and international admission application online through [myUCF](http://myUCF).
- If you have questions about your academic admission, contact Undergraduate Admissions.

#### NOTE:

1. Your application will not be reviewed until all official post-secondary transcripts, international evaluations, and/or official accelerated credit credentials (if applicable) have been received.
2. Florida BOG Regulation 6.001 (7) authorizes universities to refuse admission to applicants due to past misconduct.

### STEP 5: SUBMIT REQUIRED IMMIGRATION DOCUMENTS TO UCF GLOBAL (deadlines listed on page 1) (over)

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International applicants must submit immigration related documents to the UCF Global mailing address, or email address at the bottom of the page. The following immigration documents are required:

- I-20 Request Form available at [global.ucf.edu/formsandfiles/7928/](http://global.ucf.edu/formsandfiles/7928/)
- Copy of Passport (6 month validity)
- Certification of Finances Form available at: [https://directconnect.ucf.edu/wp-content/uploads/sites/2/2020/06/UGBL-09-F-1-or-J-1-Certification-of-Finances\\_04.13.20.pdf](https://directconnect.ucf.edu/wp-content/uploads/sites/2/2020/06/UGBL-09-F-1-or-J-1-Certification-of-Finances_04.13.20.pdf)
- Financial Support Documents (all documents showing sources of funding)
- Dependent Documents (if applicable)
- Copy of F-1 Visa or Notice of Action
- Transfer Clearance Form available at: [global.ucf.edu > International Students > Undergraduate](http://global.ucf.edu > International Students > Undergraduate)
- Copy of Form I-94 (to print your Form I-94, please visit [i94.cbp.dhs.gov](http://i94.cbp.dhs.gov))
- Copy of initial Form I-20 and all other previous Forms I-20
- Download forms and additional information at: [global.ucf.edu](http://global.ucf.edu) > International Students > Undergraduate

**STEP 6: COMPLETE THE “UCF GLOBAL REQUIRED ONLINE INTERNATIONAL STUDENT ORIENTATION” AND ATTEND YOUR IMMIGRATION CHECK-IN SESSION** After you are admitted to UCF, you will be enrolled in the Online International Student Orientation in WebCourses. Log into [webcourses.UCF.edu](http://webcourses.UCF.edu) using your NID and password to complete the orientation. In the WebCourse, you will receive a link to register for an immigration Check in Session. Refer to the UCF Global website for more details [global.ucf.edu](http://global.ucf.edu) > International Students > Pre-Arrival and Orientation.

**STEP 7: SUBMIT YOUR IMMUNIZATION FORM AND PROOF OF HEALTH INSURANCE TO UCF STUDENT HEALTH SERVICES** All UCF students must complete an Immunization Form (at [studenthealth.ucf.edu/immunizations/](http://studenthealth.ucf.edu/immunizations/) > UCF Mandatory Immunizations) and submit it online to UCF Student Health Services before registering for classes/ International students (F-1 and J-1) must also submit proof of health insurance meeting the Florida Board of Governors requirements. Refer to the UCF Global Online International Student Orientation WebCourse for a step-by-step guide on how to complete this step. You can also find all of this information on the Student Health Services website at [studenthealth.ucf.edu/payments/intl/](http://studenthealth.ucf.edu/payments/intl/) > International Students.

**STEP 8: REGISTER FOR AND ATTEND TRANSFER STUDENT ORIENTATION** All transfer students are required to attend Transfer Orientation. To find out the dates for orientation, and to register, visit the UCF Orientation website at: [orientation.ucf.edu](http://orientation.ucf.edu).

### FINANCIAL AID—INTERNATIONAL STUDENTS

International students studying in the United States on an F1 or F2 student visa, a J1 or J2 exchange visitor visa, or a G series visa are not eligible for federal student aid.

The federal government does not have specific programs for international students. Information on financial assistance available to international students can be obtained by:

- Visiting the UCF Office of Student Financial Assistance website at: [finaid.ucf.edu/applying/international/](http://finaid.ucf.edu/applying/international/)
- For other financial support opportunities, please refer to the academic department of your major or visit Funding Your Education at UCF at [global.ucf.edu](http://global.ucf.edu) > International Students > Funding your Education at UCF
- The Office of Student Financial Assistance provides a link to Scholarship Resources by visiting: [resources.abroadplanet.com/scholarships](http://resources.abroadplanet.com/scholarships) To search for external scholarships, please visit [internationalscholarships.com](http://internationalscholarships.com)



**INTERNATIONAL DIRECTCONNECT TO UCF:**  
[IDC2UCF@UCF.EDU](mailto:IDC2UCF@UCF.EDU)  
 407.582.5500

**UCF UNDERGRADUATE ADMISSIONS**  
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