

# INTENSIVE ENGLISH PROGRAM

## APPLICATION CHECKLIST

All documents should be sent by e-mail to [iep@louisiana.edu](mailto:iep@louisiana.edu) by the deadline listed on application.

- Apply online at <http://internationalaffairs.louisiana.edu>.
- Pay the **\$35.00 application fee**. Payment options include U.S. check, money order, or credit card (Visa, MasterCard, Discover, and American Express) which can be paid via form.
- Submit **high school transcripts**. Admission to the Intensive English Program requires proof of high school graduation. High school transcripts (& translations) are also required.
- Submit **ALL college transcripts (if applicable)**. Students that have attended a college, technical school, or university in a country inside or outside of the U.S. (translations required) must submit their transcripts. *(Required for conditional admission to an undergraduate program.)*
- Submit the **Chronological Record of Education form**. This form lists all of the education a student has received. *(Required for conditional admission to an undergraduate program.)*
- Submit the **Financial Information form and bank statements**. This form is required for all students who will study on F-1 or J-1 visas – including those who are transferring from other schools in the U.S.
- Submit the **Proof of Immunization form**. This medical form is required for all students.
- Submit a copy of your **passport photo page** (required for F-1 or J-1 students), **DACA documentation, permanent residency card, asylee/refugee documentation, current visa or proof of U.S. citizenship** (passport or naturalization certificate).

### **Required for all students transferring from U.S. schools:**

After being admitted to the UL Lafayette IEP, the Designated School Official at your current institution must submit *the International Student Transfer form*.

Please note that if you are currently on academic or disciplinary probation/suspension, if you are not in good immigration status, or if you owe money to your current institution, you may not be eligible to enroll in UL Lafayette's Intensive English Program.