



42 North Water Street, Port Hadlock, WA 98339
Phone: 360-385-4948 Fax: 360-385-5089 Web: www.nswsb.edu

Immigration Procedures for International Students

The Northwest School of Wooden Boatbuilding (NWSWB) accepts applications from prospective students from countries other than the United States, provided those students meet the admissions requirements listed in the course catalog. Students must submit a copy of their high school diploma, GED or college transcript as part of the admissions requirement. *International students will be charged a fee (usually less than \$100) to have their transcripts reviewed for equivalency to those U.S. requirements.*

The Student and Exchange Visitors Service (SEVIS) has a procedure in place for allowing students to enter the United States on a non-working visa, to attend a specified course of instruction. Please note that the ability to speak and read English is required to attend the NWSWB.

The application procedures for an individual to obtain entry and study under these regulations are:

1. Apply for entry to a specific class at NWSWB by returning the following documents:

- A completed and signed Enrollment Agreement, Admissions Form and Financial Responsibility Statement.
- A letter requesting a Certificate of Eligibility for Non-Immigrant (M-1) Student Status for Vocational Students.
- A completed and signed International Student's Financial Statement, along with the required documentation, which provides evidence of ability to pay tuition, additional expenses, and living expenses for the length of the course.

2. The applicant must then visit a US Consulate to request a visa and provide their I-20 form which will be provided to them by NWSWB. After approving the visa, the Consulate will retain part of this form and provide the applicant with a copy that must be presented with the passport and visa at the time of entry. This form must stay with the passport at all times while in the United States.

Additional Regulations

This M-1 visa is valid only for NWSWB and for the class dates certified by the school.

Although work is not permitted, it is possible with the school's endorsement to apply for a visa which permits employment for practical training, or to engage in a business. This application (Form I-538) must be made to SEVIS between 15 & 60 days before the date on which the current visa expires.

It is possible to temporarily leave and re-enter the United States during the course of study, however, it is essential that when making such a re-entry the student has in their possession the following:

- (a) A valid student visa
- (b) A valid passport and
- (c) Either a new Form I-20 or the original I-20 copy properly endorsed for re-entry.

Severe penalties apply to both the student and the school if the terms of the visa are not complied with. The student is obligated to leave the US if he or she stops attending the course for which the visa is granted and the school is obligated to report that fact to the Immigration Service.

Because of the sometimes lengthy time involved in processing the M-1 visa, students should be cautioned to make plans for this study well in advance of the class starting date.



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Canadian Citizens No Longer Require a Student Visa

For Canadian citizens, the Designated School Officer (DSO) at NWSWB will enter you in the SEVIS system online, declare your M-1 status, and send you Form I-20. At the Port of Entry, you must declare M-1 Student status which will help to avoid complications. When entering the US you are required to have the following three documents available at the Port of Entry:

- (a) Receipt for the I-901 fee (www.fmjfee.com – pay \$200 online and print receipt)
- (b) Form I-20, signed by both you and the DSO
- (c) Proof of funding
- (d) Signed Enrollment Agreement (Recommended)

Travel Tips for Students and Exchange Visitors

1. Hand carry (do not check) the following documents:
 - a. Your passport;
 - b. Your SEVIS Dorm I-20 or DS-2019;
 - c. Evidence of financial resources;
 - d. Evidence of student or exchange visitor status, such as tuition receipts, transcripts or letter of acceptance;
 - e. Paper receipt for the SEVIS fee; and
 - f. The name and contact information of your DSO (Designated School Official).
- Important Note:*** *If you are a new student, remember to carry with you the sealed envelope given to you by the U.S. Department of State's Consular Office—attach to your passport. It is important that you do not open this envelope.*
2. Inform the Customs and Border Protection Officer at the port of entry as soon as possible that you will be a new or returning student or exchange visitor in the United States.
 3. Report to your school or program upon arrival so that your school official can validate your participation in SEVIS.
 4. Maintain contact with your DSO throughout your stay to ensure your SEVIS data is updated and accurate.



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International Student Dependent Information

For those International Students who will be bringing dependents along with them to the United States, SEVIS (Student & Exchange Visitor Information System) requires detailed information on each dependent before your I-20 will be issued.

International students are required to provide for all expenses including but not limited to food, shelter, and schooling for *all dependents listed on their student visa*.

Please fill out the information below on each dependent that will be included on your student visa.

Dependent (One)

First Name	Middle Name	Last Name
Date of Birth	Country of Birth	Age
Country of Citizenship	Gender	Relationship

Dependent (Two)

First Name	Middle Name	Last Name
Date of Birth	Country of Birth	Age
Country of Citizenship	Gender	Relationship

Dependent (Three)

First Name	Middle Name	Last Name
Date of Birth	Country of Birth	Age
Country of Citizenship	Gender	Relationship



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International Student Dependent Information (Continued)

Dependent (Four)

First Name	Middle Name	Last Name
Date of Birth	Country of Birth	Age
Country of Citizenship	Gender	Relationship

Dependent (Five)

First Name	Middle Name	Last Name
Date of Birth	Country of Birth	Age
Country of Citizenship	Gender	Relationship

Dependent (Six)

First Name	Middle Name	Last Name
Date of Birth	Country of Birth	Age
Country of Citizenship	Gender	Relationship

Please complete and sign this page and return it to Admissions. Please contact the School if you need assistance completing this form.

Student First (given) Name: _____ **Family Name (surname):** _____

Citizenship: _____ **Country of Birth:** _____



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International Student Financial Statement 12-month AOS Degree

Before a school can issue a Form I-20, Certificate of Eligibility for Nonimmigrant (M-1) Student Status for Vocational Students, SEVIS (Student and Exchange Visitors System) requires that the student furnish information with proof of ability to pay tuition, living expenses, and any additional expenses for themselves and all dependents (if applicable).

Please complete and sign this page and return it along with required documentation with your enrollment forms.

For assistance in completing this form, please contact the Admissions Office at admissions@nswb.edu or 1-360-385-4948 ext: 305.

First (given) Name: Family Name (Surname):
Citizenship: Country of Birth:

Table with 2 columns: Expense Category, Amount. Rows include Tuition and Fees (\$19,500.00), Living Expenses (\$17,202.00), Tools (\$1,500.00), and Total Finances Required.

* If dependents will be accompanying the student, evidence of their support must also be provided.
**These statistics are from the USDA Center for Nutrition Policy and Promotion.

Student's means of support

Total amount to come from the student's personal funds*: \$ _____

*A signed letter from your financial institution must be provided as verification of your ability to pay for the expenses listed above.

Total amount to come from another source*: \$ _____

Specify type and source:

*If the source is an individual or a family member; a signed letter from the individual is required stating their intention to provide support. A signed letter from their financial institution must also be provided as verification of their ability to pay for the expenses listed above.

Grand Total: \$ _____
Student Signature: _____ Date: _____



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International Students Frequently Asked Questions

Can I work while attending NWSWB?

No, federal regulations at 8 CFR 214.2 (m)(13) prohibit M-1 visa students from accepting employment while enrolled in their classes.

Can I drive while living in the US?

Yes, but you will need to acquire a Washington state driver's license. You can visit the Licensing Office to apply. Here is a link to a list of all the offices in the state: <https://fortress.wa.gov/dol/dolprod/dsdoffices/>

Take with you any forms of identification, such as passport, visa, student ID, a foreign driver license, birth certificate, and anything else with your name, birth date, signature or photo on it. It is okay if you do not have a social security number, they will ask you to sign a declaration saying that you do not have one.

You will have to take a written and driving test, even with a valid foreign driving license. Only German licenses can waive the tests.

You can access a Driver Guide on-line at: <http://www.dol.wa.gov/driverslicense/guide.html>

Practice the written test on-line at: <http://www.dol.wa.gov/driverslicense/practicetest.html>

For more information about the driving test: <http://www.dol.wa.gov/driverslicense/drivingtest.html>