International Student Application Packet

2025-2026

Berkshire Community College
admissions@berkshirecc.edu

Berkshire Community College welcomes International Students who want to attend BCC on an F-1 Visa!

Please read the following information within the packet closely, as it contains important information for students seeking a F-1 Visa to study at Berkshire Community College.

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Application Deadlines

International students must submit all required application materials by the following deadlines:

	First Time F1 Status	Transfer F1 Status
Fall Semester (September Start)	June 1	August 1
Spring Semester (January Start)	October 1	December 1

Estimated Annual Expenses | 2025-2026

Item	Cost
Tuition and Fees*	$14,450
Cost of Living per year (Housing and Food)**	$20,556
Books, Supplies, etc.	$5,160
Mandatory Health Insurance (per year)***	$4,379
TOTAL	**$44,545**

*Based on 15 credits per semester. International students will be subject to out-of-state tuition rates. All costs are subject to change and may vary for each student. **Note: some programs may charge additional fees.**

Housing is **not available at the college. Students are responsible for securing housing on their own. In addition, regardless of whether the student lives with family or friends in the area, the student will still need to demonstrate that they have ample financial resources to support cost of living. There is an additional financial requirement for each dependent of $10,970.

***Massachusetts law requires that all international students have health insurance (MA General Law Chapter 15A, Section 18). A charge for health insurance will be added to the student's bill unless proof of comparable insurance from a U.S. based company is provided.

Application Requirements Checklist

Submit all application documents on this check list to
admissions@berkshirecc.edu

☐ **Apply to Berkshire Community College**: **BCC Application**

☐ **Submit I-20 Application Form**

☐ **Submit official and evaluated transcripts** (high school, university, etc.) All foreign documentation must be translated and evaluated to US standards by an outside agency accredited by NACES or a member of NAFSA. Some examples are below:

- The Evaluation Company (TEC)
- The Center for Educational Documentation (CED)
- World Education Services (WES)

Secondary School Records	Post-Secondary School Records
General Evaluation	Course-by-Course Evaluation

☐ **Submit proof of English Language Proficiency**. All international applicants must demonstrate English Language Proficiency in one of the following ways:

- TOEFL: a minimum score of **80 or higher** on the internet-based TOEFL (iBT)
- IELTS: a minimum score of **6.5 or higher**
- Duolingo: a minimum score of **110 or higher**

TOEFL, IELTS, or Duolingo scores **will not** be required for an international applicant, if:

1. English is the native language of the applicant's country of citizenship, or
2. The applicant has successfully completed at least one full semester of English Composition (level 100 or higher) at a United States college or university and received a grade of a "C" or better, which is confirmed by an official transcript.

☐ **Submit a copy of a valid passport.** All applicants must submit a copy of passport pages with demographic/biological information.

Application Requirements Checklist (cont.)

Submit all application documents on this check list to
admissions@berkshirecc.edu

☐ **Affidavit of Support and Financial Statements** (page 10) Documents must be signed and notarized by a public notary.

The financial statement must be accompanied by supporting evidence (in U.S. dollars) to cover tuition, fees, cost of living, health insurance, books, supplies, and other miscellaneous expenses for a minimum of one academic year, such as:

- A notarized bank statement in the applicant's name
- A notarized letter from an individual sponsor indicating the intention to provide support for the specified amount accompanied by a bank statement demonstrating the available funds of sponsorship
- A notarized scholarship award letter from a foundation, agency or government

Important Financial Information:

- International applicants can have up to 2 sponsors.
- Bank statements must me **no older than 6 months** prior to the application deadline.
- USCIS requires that prospective international students must demonstrate adequate funding will be available for subsequent years, beyond their first academic year.

☐ **Submit a copy of I-94 Arrival and Departure Record**

- International applicants who are **in the United States** at the point of application (i.e. Transfer F-1 student or change of status applicants) must submit a copy of the I-94 Arrival and Departure Record.
- International applicants who are **outside of the United States** at the point of application (i.e. Initial entry to US via F-1 visa) must submit a copy of the I-94 Arrival and Departure Record upon arrival into the US.

☐ **Submit Immunization Records** (page 11) Immunization records must be received by BCC before the first day of classes or risk being withdrawn from the college.

Transfer Student Application Requirements

In addition, transfer students must submit the following documents:

☐ **Submit an official copy of the current U.S. institution's transcript**

☐ **Submit a copy of current I-20**

☐ **Submit a copy of current visa page(s)**

Suggested Programs of Study

> **Students seeking to study at Berkshire Community College**
> **on a F-1 Visa must complete**
> **a minimum of 12 credits in the fall and spring semester**

F-1 students must take a minimum of 9 credits in a traditional, on-campus setting. Any credits above 9 credits can be taken online. (Winter intersession and summer session classes are optional.)

Due to programs of study at BCC having different credit limits, course modalities, and off-campus clinicals/practicums, below is a list of suggested programs of study F-1 Visa holders could study that meet compliance regulations:

- Business Administration, AA*
- Business Careers, AS*
- CIS-Computer Science, AS*
- CIS-Networking & Cybersecurity, AS*
- Criminal Justice, AS*
- Engineering, AS
- Environmental Science, AS
- Health Science-Pre-Professional Transfer, AS
- Health Science, AS
- Liberal Arts, AA
- Mechatronics, AS
- Natural & Physical Sciences, AS

*Program of study has a high number of online course offerings for program requirements. Students will need to work with their academic advisor to create an academic plan to keep in compliance with a F-1 Visa.

Frequently Asked Questions

What is the SEVIS I-20 Form?

The Form I-20 is your "certificate of eligibility" issued by Berkshire Community College (BCC) indicating you are attending (or planning to attend) BCC. It is like a pass to stay in the United States while studying. You need your I-20 to obtain your F-1 visa.

What is the F-1 Visa?

The F-1 Visa is a student visa issued to a person who will be a full-time student seeking a degree at an approved institution in the U.S. Your F-1 Visa is issued by a U.S. embassy or consulate in or near your country and is on one of the pages of your passport with your picture, personal information, and name of the school on it. It is like a ticket to enter the United States.

When will I get my Form I-20?

Once BCC receives all required documentation, your file will be evaluated by the Office of Admissions. If you meet the minimum admissions requirements and are applying to an open enrollment program, you will be issued your I-20.

When do I make a student visa appointment with a U.S. embassy or consulate?

We recommend you schedule your appointment upon receipt of your I-20.

What happens if I am denied a student visa after meeting with a U.S. embassy or consulate?

The I-20 is only an application to apply for a student visa appointment. Receiving an I-20 from BCC does not guarantee a F-1 Visa. A U.S. embassy or consulate will make the decision on whether or not to grant you a student visa. If you are denied, you need to inform BCC immediately.

Does BCC have on-campus housing?

No. You will need to make your own arrangements for housing.

If I am living with a family member or friend, will I still have to provide proof of financial support/sponsorship for the entire amount listed?

Yes. Regardless of your housing situation, you will still have to demonstrate that you have ample financial resources to support housing costs, if necessary.

Frequently Asked Questions (cont.)

Can I seek employment with a student visa?

No. This is why USCIS requires financial documentation that demonstrates sufficient funds available to support your education. The F-1 visa does allow for on-campus employment, however such opportunities at BCC are limited and students should not expect to work.

Can I get financial aid/student loans to assist me with paying for college?

No. Financial aid and loans are not available through BCC for F-1 students or students on other types of non-immigrant visas.

Who can I get to sponsor me? Does it have to be someone in the U.S?

You will need to obtain your own sponsors. The sponsors do not need to be in the US. BCC allows for up to two sponsors per applicant. Our only requirement is that the sponsor(s) have sufficient funds to meet your financial requirements and complete the sponsorship agreement.

Am I allowed to sponsor myself?

Yes. You are allowed to sponsor yourself as long as you fill out the Affidavit of Support on your own behalf and provide the supported financial documents.

I am on an F-1 or other non-immigrant visa and have lived in Massachusetts for a year and pay state taxes – can I pay in-state tuition?

No. Students on a F-1 visa at BCC will pay out of state rates. At this time, state regulations mandate that we cannot charge applicants who are in the U.S on a non-immigrant visa in-state tuition.

How much will it cost to attend BCC and obtain a degree?

Please refer to page 3 that states the "Estimated Annual Expenses". The estimate provided is based on one academic year. Your degree can be completed in two years, but additional time may be required for students who need to improve their English, reading or mathematics skills prior to entering coursework required for their degree. When planning your financial needs, it is advised that applicants estimate financial need to be between 2 and 3 years.

Can I change my program of study?

Yes. You may change your program of study, but we must issue you a new Form I-20 with your new program and completion date

Frequently Asked Questions (cont.)

What is the minimum amount of credits I can take to remain in compliance as a F-1 visa holder?

To qualify for and maintain a student visa (F-1 status), students must complete a minimum of 12 credits in the fall semester and 12 credits in the spring semester. F-1 students must take a minimum of 9 credits in a traditional, on campus setting. Any credits above 9 credits can be taken online. Winter intersession and summer session classes are optional.

What happens if I do not complete my degree before my I-20's expiration date?

BCC can file for an extension to your Form I-20 so you may complete your degree.

Can I transfer from BCC to another college? How do I go about it?

As long as you are currently in good standing both financially and academically with BCC, we will sign a transfer approval form issued by the school you wish to transfer. In addition, students will need to fill out BCC's Request for Transfer of SEVIS Record (I-20).

Can I transfer from another college in the US to BCC? What do I need to do?

Yes, you will need to submit all documentation required for new applicants. A completed "Transfer Verification Form" signed by your current college/university and current official transcript indicating completed courses and those in progress.

Can I travel outside the U.S. during school breaks?

Yes, you may travel during school breaks. You will need your Form I-20 signed by a BCC official (PDSO/DSO) once every 12 months.

International Student Affidavit of Support

The applicant or financial sponsor must complete this affidavit and provide current official bank or financial institution records (in USD) that provide proof of readily available funds. This affidavit along with financial records must be stamped or sealed by a notary public; bank official or individual authorized to certify documents.

Item	Cost
Tuition and Fees	$14,450
Cost of Living per year (Housing and Food)	$20,556
Books, Supplies, etc.	$5,160
Mandatory Health Insurance (per year)	$4,379
TOTAL	**$44,545**

Applicant's Name _____

Phone Number _____ Email Address _____

Country of Birth _____ Country of Citizenship _____

Home Country Address _____

U.S. Address _____

Dependents: ☐ Yes ☐ No   If yes, number of dependents _____ x $10,970 = _____

Sponsor's Name _____ Phone Number _____

Sponsor's Address _____

Relationship with applicant: ☐ Self ☐ Relative ☐ Friend ☐ Other: _____

Nature of Support: ☐ Tuition and fees for $: _____ ☐ Living Expenses for $: _____

I _____ hereby certify that I am willing and able to provide financial support as
          SPONSOR

above stated for_____ while he/she is enrolled at Berkshire Community College.
          STUDENT

_____ _____
APPLICANT'S OR SPONSOR'S SIGNATURE   SEAL AND SIGNATURE OF NOTARY PUBLIC

Date: _____   Date: _____

Immunization Requirements

IMPORTANT: Immunization records must be received by BCC before the first day of classes or you may be withdrawn from the college.

To comply with state legislation (Massachusetts General Laws 105 CMR 220.600.), BCC has adopted the following procedures on student immunizations:

WHO MUST RESPOND?

- Full-time students (12 credits or more) under the age of 30;
- All students in Nursing and Allied Health programs; or
- All international students.

WHAT IS REQUIRED?

1. One dose of Tdap if it has been longer than 5 years since the last dose of Td.
2. Two doses of MMR combination vaccine for Measles, Mumps, and Rubella.
3. Three doses of Hepatitis B vaccine.
4. Two doses of Varicella.
5. A recent negative Tuberculosis test (or negative chest x-ray within the last five years) for all international students upon entering BCC.
6. Meningococcal vaccine required for students under 21 years of age. This vaccine may be waived after reading the Meningococcal Information and Waiver Form provided by BCC.

HOW TO SUBMIT INFORMATION REQUIRED?

- Visit CastleBranch
- Set up an account
- Submit documentation

**All records must be uploaded prior to the first day of classes.
Questions? Email studentengagement@berkshirecc.edu**

In the event no documentation can be obtained, you must be re-immunized against diseases. Contact your personal physician or community health services agency.

Berkshire Community College is an affirmative action/equal opportunity institution and does not discriminate on basis of race, creed, religion, color, gender, gender identity, sexual orientation, age, disability, genetic information, maternity leave, military service, or national origin in its education programs or employment.