International On-Campus Admissions

The information below is for the admission of on campus international students to Southern Arkansas University Tech (SAU Tech). Please read the following information.

Please review the International On-Campus Student Information for specific details regarding general information you will need to know.

If you currently are an F-1 visa status student pursuing a degree at a SEVIS approved U.S. college, and wish to pursue an online degree or take courses at SAU Tech in conjunction with your current college, please see International Student Concurrent Credit for more information.

All contact information for the Admissions office, Business office, Primary Designated School Official and Designated School Official are listed at the end of the steps below.

Application Deadlines:

The following dates indicate the deadlines for a completed application to reach the college

- Fall Semester – June 15
- Spring Semester – October 15
- Summer Semester – April 1

These steps MUST be completed prior to arrival.

Step 1 Fill out International Admissions Application

Application must be completed at least sixty (60) days prior to the date of expected enrollment. Once a student applies, a student identification number and an email address will be generated by SAU Tech and provided to you by email for your use.

Step 2 Pay the International Admissions Application Fee*

The International Admissions Application fee is US$50 and must be paid before the application is processed. There is an optional US$50 express shipping fee if the student chooses to have their I-20 mailed to them by Fedex Express. These fees can be paid by wire transfer or credit card by calling or emailing the Business office or by bank draft made payable to Southern Arkansas University Tech and mailed to the SAU Tech Business office.

Step 3 Submit Transcripts

- Foreign High School and/or University:
  - Official foreign transcripts listing courses, examinations, grades, and marks sent directly to the Primary Designated School Official (Primary DSO) from your high school and/or college/university. Photocopies may be temporarily accepted if they are certified by an official at the American Embassy or a known world organization.

- American University:
  - Students who have taken courses at U.S. colleges or universities must have their official transcripts sent directly from the college or university to the Primary DSO. Personal copies of U.S. transcripts will not be accepted.

Step 4 Affidavit of Financial Support
• Fill out the Affidavit of Support form and submit it to the Primary DSO.
• Email or mail your supporting documentation to the Primary DSO, such as a bank statement or a bank letter stating you have the required funds to support your educational expenses.

Step 5 Submit Copy of Immigration Documents

• Mail or email a copy of your immigration documents to the Primary DSO:
  o Passport
  o I-20 from current school (if you have one)
  o U.S. Visa (if you have one)
  o I-94 (if you have one)

Step 6 Submit English Proficiency Scores

We require official scores so you must have your scores mailed the Primary DSO.

Some English speaking countries are exempted from this requirement.

Minimum English Requirements (must meet one of the following)

• A score of 500 or higher on the written TOEFL
• A score of 173 or higher on the computerized TOEFL
• A score of 61 or higher on the internet-based TOEFL
• A score of Band 5.5 (overall) on the IELTS
• Completion of Level 109 at an ELS Language Center or its equivalent
• Completion of EF Level 4
• A score of 410 on the SAT Verbal or a score of 19 on the ACT English
• Completion of Level 4 of ELS program

Step 7 Secure SAU Tech Campus Housing (if needed)

If you wish to live in SAU Tech Campus Housing, you will need to fill out the Housing Application and pay the US$100 application damage fee. Your housing application is not complete until you have paid your application damage fee. Payments can be made by contacting the Business office. Full payment for housing will be expected upon arrival. SAU Tech does offer housing options to students for on and off campus living.

At this point, SAU Tech will mail your I-20 to you. You should now begin the steps under Admitted Students which includes:

• The process of obtaining your visa
• Paying I-901 SEVIS fee
• Preparing and going to your interview
• Notifying us of your results
• Submitting remaining necessary Admissions documents
• Housing information

SAU Tech Contact Information
**Mailing Addresses**

SAU Tech - Admissions  
PO Box 3499  
Camden, Arkansas 71711

SAU Tech – Business office  
PO Box 3499  
Camden, Arkansas 71711

**Courier shipping (UPS, FEDEX, DHL, etc)**

SAU Tech  
6415 Spellman Road  
Camden, Arkansas 71701

**Contact Information**

SAU Tech Admissions office Fax: 870-574-4734  
SAU Tech Business office Fax: 870-574-4489

Lisa Smith – Admissions  
Phone: 870-574-4558  
Email: lsmith@sautech.edu

Lisa Holland – Business office  
Phone: 870-574-4503  
Email: lholland@sautech.edu

David McLeane – Vice Chancellor of Student Services/Primary DSO  
Phone: 870-574-4504  
Email: dmcleane@sautech.edu  
Fax: 870-574-4478

Beverly Ellis – Advisor/DSO  
Phone: 870-574-4717  
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*Pending Board Approval*