



## INTERNATIONAL STUDENT APPLICATION

### ADMISSIONS REQUIREMENTS

To be considered for admission to Brookline College, please complete this application and submit the following, in English, to the International Student Office:

1. Completed International Student Application and submit Non-refundable application fee of US \$150
2. Official academic evidence of completion of secondary education (high school or equivalent), translated in English language
3. Official proof of English language proficiency
4. Proof of sufficient financial funds shown in U.S. currency/dollars to cover educational and living expenses
5. A copy of the photo page and address page of passport, and if currently in the U.S., a copy of current visa
6. Dependent Information Form (only if bringing dependents with you).

*For international students transferring from another educational institution:*

7. Copy of current I-20 Form
8. SEVIS I-20 Transfer Form completed by previous institution

**COMPLETE THE FOLLOWING FORM IN ENGLISH. PLEASE TYPE OR CLEARLY PRINT IN INK ALL REQUESTED AND APPLICABLE INFORMATION.**

### PERSONAL DETAILS

Exact legal name as it appears (or will appear) on your passport				
First Name		Middle Name		Last Name
Gender	Male	Female	Other	Date of Birth (mm/dd/yyyy)
				SSN (if applicable)
Ethnicity (optional)	Hispanic or Latino		Not Hispanic or Latino	
Race (optional)	American Indian/Alaska Native	Asian	Black/African American	Native Hawaiian/Other Pacific Islander
White				
Other				

Foreign (Permanent Address)		
Number and Street		Province
City/Town	Postal Code	Country

U.S. Street Address (if applicable)		
Number and Street		Apartment Number
City/Town	Postal Code	Zip/Postal Code

Contact Information	
Foreign Phone Number	U.S. Phone Number (if applicable)
Email Address	

## NATIONALITY AND RESIDENCE DETAILS

Country of Birth	Country of Citizenship
If in the United States, what is your current visa classification?	
Visa Type	Visa Number
Visa Issued Date (mm/dd/yyyy)	Visa Expiration Date (mm/dd/yyyy)
Admission Number (I-94 Card if applicable)	Applying for F-1 Visa      Yes      No
I am transferring from a school within the United States	Yes      No

I will be bringing dependents with me		Yes	No	If yes, please list and give the following information below:	
First Name	Last Name	Date of Birth	Country of Birth	Relationship to Student	

## EDUCATIONAL HISTORY

Secondary Education- High School or Equivalent		
Name of Institution	Country	Year of Graduation

Post-Secondary Education- College/University (if applicable)				
Name of Institution	Country	Attended (from/to)	Graduated (from/to)	Degree

## OTHER INFORMATION

Emergency Contact Information	
Name	Phone Number
Email Address	
Relationship to Student	

How did you hear about Brookline College?
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## ENROLLMENT INFORMATION

I am applying for the session beginning in (month):

I am applying for admission to:                      Albuquerque, NM                      Phoenix, AZ

### Diploma (undergraduate)

Dental Assistant

Medical Assistant

Medical Insurance Billing and Coding

Patient Care Technician

Pharmacy Technician

Phlebotomy Technician

### Associate (undergraduate)

AS Accounting

AS Business

AS Criminal Justice

AS Medical Laboratory Technician

AS Physical Therapist Assistant

### Bachelor (undergraduate)

BS in Criminal Justice

BS in Medical Laboratory Science

BS in Nursing

BS in Nursing for Baccalaureate Degree Graduates

## TUITION AND FEES

*For enrollment at Brookline College's Albuquerque campus, the New Mexico Gross Receipt Tax of 7.0% will be charged in addition to the tuition shown.*

### Diploma Programs

Cost per credit Hour	\$483.33
Cost per semester	\$7,612.50
Cost per year	\$15,225.00
Tuition cost for entire program	\$15,225.00
Application fee (one time fee)	\$150.00

### Diploma Programs (Dental)

Cost per credit Hour	\$475.78
Cost per semester	\$7,612.50
Cost per year	\$15,225.00
Tuition cost for entire program	\$15,225.00
Application fee (one time fee)	\$150.00

### Associate Degree Programs

Cost per credit Hour	\$500.00
Cost per semester	\$7,500.00
Cost per year	\$15,000.00
Tuition cost for entire program	\$30,000.00
Application fee (one time fee)	\$150.00

### Associate Degree Medical Laboratory Technician

Cost per credit Hour	\$483.87
Cost per semester	\$7,500.00
Cost per year	\$15,000.00
Tuition cost for entire program	\$30,000.00
Application fee (one time fee)	\$150.00

### Bachelor Degree Programs

Cost per credit Hour	\$500.00
Cost per semester	\$7,500.00
Cost per year	\$15,000.00
Tuition cost for entire program	\$60,000.00
Application fee (one time fee)	\$150.00

### Bachelor Degree Program Medical Laboratory Science

Cost per credit Hour	\$491.80
Cost per semester	\$7,500.00
Cost per year	\$15,000.00
Tuition cost for entire program	\$60,000.00
Application fee (one time fee)	\$150.00

### Bachelor Degree Program Nursing

Cost per credit Hour	\$696.72
Cost per semester	\$10,625.00
Cost per year	\$21,250.00
Tuition cost for entire program	\$85,000.00
Application fee (one time fee)	\$150.00

### Bachelor Degree Nursing- Baccalaureate Degree Graduates

Cost per credit Hour	\$696.72
Cost per semester	\$12,366.75
Cost per year	\$24,733.50
Tuition cost for entire program	\$49,467.00
Application fee (one time fee)	\$150.00

*Textbooks are provided to students at no additional cost. Brookline College utilizes electronic books for their curriculum.*

# STUDENT ACKNOWLEDGEMENTS AND ENROLLMENT AGREEMENT

## INTERNATIONAL STUDENT STATEMENT OF UNDERSTANDING

International students have a lot of rights and responsibilities they need to be made aware of and abide by. The following serves as a guide for you to know what needs to be done in order for no problems to arise unexpectedly during your time as a student at Brookline College. Any of the following rules can be subject to dismissal from the College and may compromise your visa status, and possibly lead to deportation.

International students must abide by the following:

1. Maintain legal status in the United States.
2. Obtain International Student Health Insurance by the start of your program.
3. Find your own room and board.
4. Have your own transportation to and from the College.
5. Pay your tuition every semester prior to the start of classes.
6. Keep a full course load (12 credits per semester = 2 courses per session) at all times, unless you have written permissions from the International Student Advisor (ISA)
7. Not withdraw from a course before speaking with the ISA.
8. Maintain a minimum GPA of 2.0.
9. Not engage in employment unless you have spoken with the ISA and gained permission from the U.S. Government
10. Keep regular contact with the ISA and alert the College (ISA) to any major changes in your status (address, phone, name, etc.).

The ISA will try to keep you informed of any recent immigration rules or changes, though it is ultimately up to each individual student to keep up with the current modifications.

When relevant, the above also applies to your dependents.

## FINANCIAL RESOURCES INFORMATION FOR ON-CAMPUS INTERNATIONAL STUDENTS

Brookline College requires evidence of adequate financial resources from prospective students with (or intending to apply for) the F-1 student visa. These funds can come from the following sources (*all financial documentation must reflect U.S. dollars*):

1. Student's own personal or business savings or checking account (attach original or certified copy of bank letter or account statement translated in English language)
2. Student's parents or other sponsors' funds (attach original or certified copy of bank letter or account statement translated in English language)
3. Scholarships (attach original or certified copy of scholarship letter translated in English language)
4. Other sources (attach original or certified copy of documentation).

### **Financial Resources Required for Admission to Undergraduate Degree Programs**

Tuition and fees for first academic year (academic year= 2 semesters) Dependent on the program selected- \$15,225-\$24,733.50

Estimated living expenses for one year \$11,000

Financial statements must verify sufficient funds to cover the cost of the educational program and living expenses for one year prior to I-20 Form issuance \$26,225-\$35,733.50

I certify that I have the necessary funds available to me for each academic year (2 semesters or 24 credits) that I am in attendance at Brookline College.

Applicant Initials	Date (mm/dd/yyyy)
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## CANCELLATION AND REFUND POLICIES

**Rejected Applicants:** If an applicant for enrollment is rejected by the College, all monies paid to the College will be refunded.

**Three-Day Cancellation:** An applicant who provides written notice of cancellation within three days (excluding Saturday, Sunday and federal and state holidays) of signing an enrollment agreement, making their initial payment or first visiting the College, whichever is the latest act to occur, is entitled to a refund of all monies paid. No later than 30 days of receiving the notice of cancellation, the College shall provide a 100% refund.

**Other Cancellations:** A student has the option to withdraw from the College at any time by giving notice of their intent to terminate enrollment in writing. In the absence of the student giving written notification, the student is dismissed from the College after 14 consecutive calendar days from the last date of attendance, or upon the failure to return from an approved Leave of Absence.

For purposes of determining refunds, the number of days enrolled is calculated from the start date for the semester to the withdrawal date. The student's withdrawal date is either the date the student notifies the College in writing of their intent to withdraw, or the date the College determined the student was no longer attending, usually 14 calendar days after the date of last attendance. Class days missed due to absences are included. Time out of class due to an approved Leave of Absence, schedule conflict, termination and re-enrollment, and school closure is excluded.

Tuition is charged on a semester basis. All fees are non-refundable. The Institutional Refund Policy generally allows the College to earn 100% of the institutional charges from students who complete 60% or more of the semester. The student's withdrawal date is the date the institution determined the student was no longer attending. The institution may take up to 14 days from the last date of attendance to make the determination that the student was no longer attending.

### ***Tuition Refund***

Last date of attendance as % of the payment period for which the student was obligated	Portion of tuition and fees obligated and paid that are eligible to be retained by the institution
1st week of class (if submitted in writing)	0%
After 1st day but still within 10% (if written withdrawal not submitted within 1st week of class)	10%
After 10% but still within 25%	50%
After 25% but still within 50%	75%
50% or thereafter	100%

### ***Maryland Residents Refund Policy***

Portion of Term Completed as of Date of Withdrawal or Termination	Tuition Refund
Less than 10%	90% refund
10% up to but not including 20%	80% refund
20% up to but not including 30%	60% refund
30% up to but not including 40%	40% refund
40% up to but not including 60%	20% refund
More than 60%	No refund

If applicable, refunds to agencies, private loans, scholarships, and to the student will be made within 30 days of the date the student is determined to have withdrawn. Students will be sent a notification of all refunds made.

Although the staff cannot advise students on when to withdraw from their program the students are encouraged to become familiar with the refund policies, make their own decisions and take the appropriate actions.

All other charges are non-refundable.

Applicant Initials	Date (mm/dd/yyyy)
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## TERMS AND CONDITIONS

I hereby acknowledge receipt of the current College catalog and supplement or access to the most current copy of the College catalog online at [www.brooklinecollege.edu](http://www.brooklinecollege.edu), and a copy of this enrollment agreement. I understand that the terms within the catalog are incorporated as part of this enrollment agreement. I agree to abide by all terms within the College catalog and understand that my enrollment may be terminated if I fail to comply with the rules, regulations, and financial requirements.

I understand that by providing my mailing address, e-mail address, and telephone and/or cell phone numbers, I consent to receive communications sent by, or on behalf of, The College (and its subsidiaries, affiliates, and/or agents) via regular mail, e-mail, telephone, cell phone, and/or SMS text message.

The College cannot and does not guarantee employment upon graduation. The College does not guarantee a salary a graduate will obtain from the training received at the College.

The College reserves the right to modify its courses, schedule, curricula, policies, and/or procedures as deemed necessary to continue to improve the educational offerings.

The College's grievance procedure is followed in the manner outlined in the catalog.

I acknowledge that unofficial transcripts can be reviewed for transfer of credit if they indicate school name, course name, and grade received. However, if my official transcript showing potential transfer of credit is not received by Brookline College, I understand that I am subject to loss of transfer of credit from this source, which could affect my financial aid plan and the length of my program. The College does not determine nor imply that any credits will transfer. Transferability of credits is at the discretion of the receiving institution.

I acknowledge that I have reviewed and understand the transfer credit policy in the College catalog for the program to which I am applying. I acknowledge that regardless of the institution involved, the acceptance of credits is at the discretion of the accepting institution and cannot be guaranteed. Upon request, Brookline College will provide information that may aid the student in receiving credits for work completed at Brookline College. Brookline College does not, in any way, imply or guarantee credits may transfer. It should not be assumed that credits will transfer to any other institution.

I acknowledge that I have been made aware that Brookline College's Right to Know statistics are available to me on the school's website.

I acknowledge that in accordance with the Cleary Act (P.L., 101-542 amended by P.L., 102-26), I have been made aware that Brookline College's Campus Crime and Security Information is available to me on the school's website.

I grant permission to Brookline College to use my image (photographs and/or videos) taken at the College, other College-related places/College-sponsored events, for use in publications including videos/TV, email blasts, recruiting brochures, newsletters, newspapers, and magazines and to use my image in electronic versions of the same publications or on the website or other electronic forms of media. I hereby waive any right to inspect or approve the finished photographs or electronic matter that may be used in conjunction with them now or in the future, whether that use is known to me or unknown, and I waive any right to royalties or other compensation arising from or related to the use of the image.

Applicant Initials	Date (mm/dd/yyyy)
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## ARBITRATION AGREEMENT

Any dispute I may bring against Brookline College (the "College"), or any of its parents, subsidiaries, officers, directors, or employees, without limitation, or which the College may bring against me, no matter how characterized, pleaded or styled, shall be resolved by binding arbitration, conducted by the American Arbitration Association, under its Consumer Rules, and decided by a single arbitrator. The arbitrator will decide the case pursuant to the Federal Arbitration Act, and under the laws of the state of District of Columbia, U.S.A. Any dispute over the interpretation, enforceability or scope of this Arbitration Agreement shall be decided by the Arbitrator, and not by a Court. I explicitly waive any right I may have to a jury trial, and understand that the decision of the arbitrator will be binding, and not merely advisory.

Neither the College nor I shall file any lawsuit against the other in any court and agree that any suit filed in violation of this provision shall be promptly dismissed by the court in favor of arbitration. Both the College and I agree that the party enforcing arbitration shall be awarded costs and fees of compelling arbitration.

The costs of the arbitration filing fee, arbitrator's compensation, and facilities fees that exceed the applicable court filing fee will be paid by the College.

I agree that any dispute or claim I may bring shall be brought solely in my individual capacity, and not as a plaintiff or class member in any purported class action, representative proceeding, mass action or consolidated action. Any remedy available from a court under the law shall be available in the arbitration.

Applicant Initials	Date (mm/dd/yyyy)
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I certify that the information in this application and enrollment agreement are true, complete, and correct to the best of my knowledge. I hereby apply for admission to Brookline College and agree to abide by its regulations.

I understand that all information and documentation forwarded in support of the application becomes the property of Brookline College.

Signature of Applicant	Date (mm/dd/yyyy)
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