



International Admissions Checklist New Mexico State University

The following list details the requirements of an application for admission from international applicants. To expedite the process, you are encouraged to submit documents as a complete packet. For any questions regarding required documents, contact the International Admissions Office, ias@nmsu.edu. More information, including the mailing address for application materials, is available at <http://prospective.nmsu.edu/international/apply/index.html>.

- International Application**
Access the online application at <http://prospective.nmsu.edu/international/apply/index.html>. Select 'Internat' – as application type. Complete all sections and submit the application to avoid delays in processing times. It is required to disclose complete academic history and provide academic credentials as described below. Do not submit more than one application, and be sure your application name exactly matches your name of record (the name on your passport or other official documents).

If you are unable to access or use the online application, request a paper application by emailing NMSU International Admissions at ias@nmsu.edu. Branch applicants must use the paper application.

- Application Fee**
Submit the US\$50 application fee by credit card, personal check or money order, payable to 'New Mexico State University.' Credit cards are accepted via online link, <https://shopcart.nmsu.edu/shop/gss> (select 'International Application Fee').

- Official School Records, Degree(s) Awarded and Translations**
Academic records submitted must be official or certified copies of transcripts, listing all courses taken, grade (marks) received, and degree statements, if applicable. When an official record from the school is not available in English, an English translation must be submitted. Translations made by the school attended, Ministry of Education, a sponsoring agency, embassy, or by professional translators will be accepted by NMSU.

Prospective **graduate** applicants must submit one complete academic record from each college or university attended.

Prospective **undergraduate transfer** applicants who have attended other colleges or universities must submit an official transcript from each college or university attended. Secondary school records may also be required.

Prospective undergraduate **freshman** (first time at any college) applicants must submit official secondary school records, including proof of graduation or school leaving certificate. Applicants who graduated from a U.S. high school must also submit official results of the American College Testing Program (ACT).

All transcripts from U.S. schools must be mailed directly to the International Admissions office and should be accompanied by official translations if not in English. Documents submitted in any other form will not be considered official and may delay application processing.

- Official TOEFL score report (ETS code: 4531) or IELTS score report**
For regular admission, undergraduate applicants must submit a minimum 61 (internet-based) TOEFL (Test of English as a Foreign Language) score or equivalent; graduate applicants must submit minimum 71 (internet-based) TOEFL score. Provisional or tentative admission may be possible with lower scores. Score reports must be for testing less than two years old. TOEFL scores may not be required for applicants who have completed a prior degree at a U.S. school or who are from English-speaking countries (list of TOEFL-exempt countries is available). Please visit www.toefl.org for test information. Additional acceptable proof of English proficiency is an IELTS (International English Language Testing System) minimum score of 5.0 for an undergraduate applicant and 6.0 for a graduate applicant for regular admission. Visit www.ielts.org for test information.

- Additional Requirements for Graduate Applicants**
Applicants to graduate degree programs have additional requirements and should contact the appropriate academic department for specific deadlines and additional departmental requirements. Please view <http://www.gradschool.nmsu.edu/GraduateDegrees.html>.

- Financial Support**
Upon acceptance, applicants must submit financial documents (bank statement and/or letter from a sponsor) which certify student's ability to meet the costs of the first year of study. Proof of financial ability must be on file before our office can issue the necessary immigration document for student (and family members, if applicable). Current financial requirements are posted on the International Student Admissions web page at <http://prospective.nmsu.edu/international/costs/index.html>, see 'Financial Requirements for International Students.' Financial documents are not required until an admissions decision is reached.

All applicants must meet the above requirements (except the financial support requirement) before an application file can be referred to the appropriate department. For graduate applicants, admission to NMSU is determined by the Graduate School and the academic department. Undergraduate applicants must meet the admission eligibility as stated in the NMSU Undergraduate Catalog. ACT scores may be required for undergraduate applicants.

It is suggested that applications be submitted according to the following deadlines in order to guarantee timely processing of the application to the department:

Suggested Deadlines for Application Processing**

Spring Semester (January to May) – October 1

Fall Semester (August to December) – March 1

****Please note:** Suggested deadlines refer to complete applications. These suggested deadlines are to allow for International Admissions application processing time. Departmental graduate application deadlines may be earlier than the suggested deadlines listed above.