



Regulations

Number: UWF/REG – 3.042
Title: Admission of International Students

- (1) Admission of International Students to the University of West Florida (“UWF” or “University”) is governed by University of West Florida admission regulations 3.001, 3.002, 3.004, and 3.032, the Florida Board of Governors Regulations 6.001, 6.002, 6.003, 6.004, and 6.009, and the requirements herein.
- (2) For purposes of this regulation applicants to the University of West Florida will be considered “International Students” if they are not U.S. citizens and if they require a visa to remain in the United States. Applicants who are permanent residents of the United States are not considered International Students. International Students are obligated to follow the laws and regulations set by the United States, including the Department of Homeland Security and the Department of State.
- (3) The admission requirements stated in the Board of Governors and UWF regulations are minimum requirements. Satisfaction of minimum requirements does not guarantee admission into the University. Preference for admission in any term will be given to those applicants whose credentials indicate the greatest promise of academic success.
- (4) Applicants must meet the following criteria and submit the required documentation to receive consideration for admission to the University:
 - a. An applicant whose native language is not English must provide evidence of English language proficiency. The English requirement (proficiency in written and spoken English) may be fulfilled by establishing one of the following:
 - i. That he or she is from a country where English is the official language; or
 - ii. That his or her prior associate’s, bachelor’s, master’s, or doctoral degree was earned from a regionally accredited college or university in the United States; or
 - iii. That his or her prior bachelor’s, master’s, or doctoral degree was earned from a country where English is the official language, or from a university at which English is the official language of instruction; or
 - iv. That he or she achieved a score of 19+ on ACT Reading and a score of 17+ on ACT English; or
 - v. That he or she achieved a score of 24+ on SAT Reading and a score of 25+ on SAT Writing and Language; or

- vi. That he or she successfully completed the University of West Florida's Intensive English Program ("IEP") and received a letter of recommendation for admission from an IEP Administrator; or
 - vii. That he or she achieved a qualifying score on the Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS), the Common European Framework of Reference for Languages (CEFR), Duolingo English Test (DET), Pearson Test of English (PTE), Cambridge English Language Assessment (CELA), and Oxford Online Placement Test.
 - 1. Qualifying scores for applicants are either a TOEFL internet-based score of 71, an IELTS score of 6.0, a CEFR score of B2, a DET score of 95, PTE score of 50, CELA score of 170, or an Oxford Online Placement Test score of B2.
 - b. Graduate applicants must have a GPA of at least 3.0 on a 4-point scale or equivalent as calculated by the UWF Graduate School.
 - c. Applicants must submit transcripts evidencing all prior academic course work including post-secondary education. Transcripts that are not in English must be accompanied by a certified English translation. Transcripts from educational institutions outside the United States must be evaluated by a credential evaluation service, as specified on the international application. (All academic credentials become property of the University. They will not be returned or forwarded to a third party.) The University requires an official copy of all academic credentials. If the credentialing agency can attest an official copy was sent with the request for translation and evaluation, the University will accept this as the official transcripts when sent with the credential evaluation. Transcripts that are not in English must be accompanied by a certified English translation. Applicants must submit a non-refundable application fee payable in U.S. dollars.
- (5) Applicants will not be considered for admission until the University has received all required materials. International Student applications, undergraduate and graduate, along with all other records required for admission must be received by the program deadline or university international application deadline, whichever is earlier, unless the deadline is waived by the University in writing. Applicants who have provided all required materials and who meet all admission requirements except the English proficiency requirement may be considered for Conditional Admission to the University. Applicants who receive a Conditional Admission letter who desire to attend UWF must enroll in the Intensive English Program at UWF. If such students seek to enroll in a degree program, they must meet the requirements set forth in paragraph (4)a, above.
- (6) In addition to the admission requirements herein, International Students must meet the following requirements to enroll at the University of West Florida or register for classes:

- a. Applicants must complete, sign, and submit a Mandatory Immunization Health History form in accordance with University Policy AC-28.02-07/14.
 - b. Applicants must provide proof of medical insurance that complies with the requirement of University policy, AC-6.02- 11/15 “Medical Insurance Coverage for Enrolled International Students” for all applicants on F-1 or J-1 visas.
 - c. Applicants must provide a Proof of Identity and Financial Support Form before the Certificate of Eligibility (Form I-20) will be issued by the University. Applicants will be required to show adequate funding resources to provide for their support while studying. Funding resources must be verified by the student’s or sponsor’s bank by submitting a Certification of Financial Resources Form with approval by a financial institution. The total funds available to the student for the first academic year must at least equal the total estimate of institutional costs and living expenses, including tuition, fees, books, room and board, health insurance, and other living expenses while enrolled at the University.
 - d. For transfer students: A completed International Student Transfer Form is required for F-1 applicants to verify their eligibility to transfer to UWF in F-1 status.
- (7) UWF does not discriminate in the admission process based upon age, color, disability, gender (sex or gender identity), marital status, national origin, race, religion, sexual orientation, or veteran status.

Authority: BOG Regulation 6.009. History- New 3/25/11, Amended 1/13/15, 12/10/2020.