



Adult and Graduate International Student Admission Requirements

ALL MATERIALS IN STEPS 1-8 BELOW MUST BE SUBMITTED BY THE FOLLOWING DEADLINES:

For Fall Admission – July 15
For Spring Admission – December 1

1. **Application:** Complete application online at [HNU Application](#) or [download pdf](#) version and mail to: Office of Admissions 3500 Mountain Blvd. Oakland, CA 94619
2. **Application Fee:** FREE if done online and \$65 if mailed.
3. **Essay:** As required for each program. May be mailed, emailed or faxed. (see application for details)
4. **Recommendation:** 2 recommendations for ALL programs (see application for details)
5. **Passport:** A photocopy of your passport must be submitted along with any previous Visa's. It is important that the copy is clear and that your counselor can see the picture and read all of the words on the page. May be mailed, emailed or faxed.
6. **Transcripts & Transcript Evaluation:** Transcripts are evaluated through World Education Services (WES), a professional evaluation service. ALL transcripts are to be mailed in a sealed envelope from each granting Institution to WES who will verify that the transcripts are official and received appropriately.

The student must visit [WES](#) to create an account and sign up for WES ICAP, Course by Course Evaluation for \$195. After all required documents and payment have been submitted, HNU will receive the completed evaluation in 7 days.

**A 3-day rush service is available for an additional \$100 and same day service is available for an additional \$195.

7. **Proof of English Competency:**
 - Test of English as a Foreign Language (TOEFL) with a score of 550 (paper-based), 213 (computer based) or 79 (internet based) or higher.
 - ELS Language Centers (ELS) Proficiency Report certifying completion of level 109 or higher.
 - Completion through advanced intermediate level at any other accredited language program, to be assessed on a case-by-case basis.



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- One year of undergraduate work at an accredited U.S. college or university.
- If English is first language or if undergraduate instruction was in English, no other proof of English competency is required.

8. Confirmation of Financial Resources

Student must submit documentation of financial support **showing sufficient funds to cover Cost of Attendance (tuition, housing, and other expenses) for at least the first year of study** and that, barring unforeseen circumstances, adequate funding will be available from the same or equally dependable sources for subsequent years. Funds may come from any dependable source, including scholarships, fellowships, sponsoring agencies, personal funds, or funds from the student's family. **Documentation of scholarships and fellowships may be in the form of an official award letter from the school or sponsoring agency; documentation of personal or family funds should be on bank letterhead stationery, or in the form of a legally binding affidavit.** Form I-134, "Affidavit of Support," can be used to document support being provided by a U.S. citizen or U.S. legal permanent resident. If a bank statement is in the name of someone other than the applicant, a letter demonstrating support from the sponsor is also required. Students from countries with currency restrictions must also submit a letter from their Central Bank indicating that the cost of one year's expenses will be released. The amount that you will need to show is below.

○ **Cost of Attendance**

a. Graduate Students Living on Campus

○ Tuition and Campus Fees	\$14,740
○ Room and Board	\$10,260
○ Other costs (supplies, books, transportation)	\$5,576
TOTAL	\$30,576

b. Graduate Students Living off Campus

○ Tuition and Campus Fees	\$14,470
○ Room and Board	\$10,864
○ Other costs (supplies, books, transportation)	\$6,538
TOTAL	\$31,872

c. Experiential Learning Program (ELP)

○ 14 meals	\$4720
○ Other costs (supplies, books, transportation)	\$5576
TOTAL	\$10,296

ONCE YOU HAVE SUBMITTED ALL OF THE ABOVE DOCUMENTS, YOUR ADMISSIONS COUNSELOR CAN BEGIN TO WORK ON GETTING YOU ACCEPTED INTO HNU!