



## Concurrent Admission Checklist

Please Review this Important Information Below:

- International Student Services is located on South Campus.** Students must submit all International Admissions Documents to South Campus. Incomplete packets will delay processing times. Visit our website <https://www.sanjac.edu/admissions-aid/international-students> for more information.

**SAN JACINTO COLLEGE SOUTH**  
INTERNATIONAL STUDENT SERVICES  
13735 BEAMER ROAD, S-6.120  
HOUSTON, TX 77089  
  
PHONE: 281-998-6150 EXT. 4636  
INTERNATIONAL.SERVICES@SJCD.EDU

- Students may enroll at any of our three campuses (Central, North, and South).**  
(Note: Not all degree and training programs are offered on all campuses. See List of SJC Programs by campus.)
- Please know that SJC does not offer housing, transportation or health insurance.**  
Students are encouraged to have health insurance, but it is not mandatory.

## **STEPS FOR ENROLLMENT**

- APPLICATION**  
To apply to San Jacinto College, please go to [www.ApplyTexas.org](http://www.ApplyTexas.org).  
**An account and profile must be setup before applying. When asked to submit Social Security numbers please leave blank.**
  - Applications are processed in 2-3 business days.
  - Once your application is processed, you will receive an email with your G number (*student ID number*) and the steps to Claim Your Account. You must set up your student account to upload your electronic international admission forms.
  - Make sure to enter the full address you used on your application to Claim Your Account.
  - Trouble Claiming Your Account? Contact Tech Support at 281-998-6137 for assistance.
- OFFICIAL TRANSCRIPTS**

Submit the Official Transcript(s) from all U.S. institutions attended, and all foreign transcripts/ credentials at the university level. **If you have only attended a language program at a U.S. institution, then submit all foreign transcript/credentials, at the high school level and/or university level, with their evaluations.**

**FOREIGN TRANSCRIPT/CREDENTIALS EVALUATION**

Submit a Foreign transcripts/credentials evaluation. You may use any of the Accepted Evaluation Companies from the list located at the following link:

[www.sanjac.edu/transcript-evaluation-services](http://www.sanjac.edu/transcript-evaluation-services).

You will have to visit these companies' websites for their application and fee information.

**CONCURRENT ENROLLMENT LETTER**

Submit a concurrent enrollment letter from the Designated School Official/International Advisor from the current institution indicating the course(s) the student is eligible to take and the semester approved to enroll in courses.

**PASSPORT & VISA INFORMATION**

Submit a copy of all of the following documents:

- The first page of the Passport showing your correct name, date of birth and expiration date of passport. Passport must show at least 6 months validity.
- The VISA page from the passport
- I-94 card
- ALL previous I-20s

**MENINGITIS VACCINATION**

Proof of bacterial meningitis vaccination must be submitted to International Student Services prior to being fully accepted. For more information and a list of exemptions please visit: <http://www.sanjac.edu/meningitis>.

**\* College students under the age of 22 years old are required to have the vaccination. \***

**F-1 MEMORANDUM OF UNDERSTANDING** Please read carefully and write your initials at each statement.

**Submit forms by uploading all completed international admission documents in PDF format as attachments under the Application for I-20 electronic form or email them to: [international.services@sjcd.edu](mailto:international.services@sjcd.edu).**