A complete international application file consists of the following materials. We strongly encourage you to submit all items together as this will expedite our review of your application. We will not evaluate your application until all the materials listed below have been received.

1. Application for Admission. Complete the enclosed International Application for Undergraduate Admission.

   Use Your Full Legal Name on All Documents. It is extremely important that you use your full legal name, exactly as it appears on your passport, when completing your application. We will not be able to issue the necessary visa documents if the name on your application is different from the name on your passport. Be sure to write this same full legal name on all of your application materials (application fee, test scores, Financial Verification Form, academic record, etc.).

   Do Not List a Post Office Box as Your Permanent Foreign Address. In order for us to issue the necessary visa documents, the permanent home address listed on your application for admission must be a foreign address. Be sure to provide a foreign street address (not a P.O. box) as your permanent foreign address on the application.

2. Application Fee. This nonrefundable $44 application fee must accompany your application. You can submit payment by personal check, international money order, or a bank draft drawn on a U.S. bank payable to the University of Wisconsin. Do not send cash or currency.

3. Academic Records. We require photocopies of official academic records for each year of secondary and post-secondary course work. Records should contain the dates of attendance, level of study, a list of subjects studied, grades (marks) earned, grading scale, and rank in class (when possible). All records must be in the original language accompanied by an official English translation. Transfer applicants should also send detailed course descriptions or syllabi for all university-level work.

4. Courses in Progress. As requested on the application (items 25–27), provide a list of courses in which you are enrolled at the time of application, as well as courses you intend to complete prior to your desired term of enrollment at UW–Madison.

5. ACT or SAT Test Scores (freshmen only). All freshman applicants must submit results from either the ACT or the SAT. We must receive your test scores directly from the testing agency. Our test codes are 4656 for the ACT and 1846 for the SAT. Students submitting the ACT must also submit results from the ACT writing test.

6. TOEFL Score. International applicants must submit a Test of English as a Foreign Language (TOEFL) score that meets our minimum English proficiency requirement for admission consideration. We must receive your score directly from the testing agency. Our TOEFL code is 1846.

7. Personal Statement. The personal statement (application item #30) is a crucial part of your application. It is your opportunity to clarify your academic goals and explain any circumstances that may have affected your academic performance. Ultimately, you should provide us with all the details you would like us to know before we make a decision on your application. Attach your personal statement to the application.

8. Letter of Recommendation. Though not required, we recommend you submit at least one letter of support from a teacher, principal, or headmaster attesting to your academic ability.

9. Financial Verification Form and Bank Letter. U.S. law requires international students to document their ability to pay all tuition and living expenses for the time they are studying in this country. Therefore you must complete and submit the UW–Madison Financial Verification Form (enclosed) and an original official bank letter verifying at least $41,000 (U.S.) on deposit.

10. Copy of Passport. If available, send a copy of the page of your passport that includes your full legal name and birth date. If you are currently studying in the United States, please also submit copies of your visa documents.

These items are all we need to review your application. Please do not send unnecessary documents or items such as photographs, recordings, writing samples, awards or commendations, etc.

Submit all materials to:
University of Wisconsin–Madison
Office of Admissions and Recruitment
702 West Johnson Street
Suite 1101
Madison, WI 53715–1007
USA

Application Dates
The application priority date is December 15 for the fall term and October 1 for the spring term. All international students must submit applications by December 15 or October 1 to receive full and equal consideration. Fall term applications postmarked after December 15 may not receive equal consideration and may be returned.

September 2009