Bellevue College Online International Admissions Application Process

The Office of International Education and Global Initiatives at Bellevue College has an online application for students on their International Student and Scholar Portal.

1 CREATE NEW ACCOUNT ON THE INTERNATIONAL STUDENT & SCHOLAR PORTAL

- Go to *www.bellevuecollege.edu/international* and click on **How to Apply**, then follow the steps to create your account.
- Complete the "New User Form." **Note:** Use the student's personal email to register.
- Temporary login credentials will be sent to the email. Follow the instructions in the email to log in with the username and temporary password.
- Create security questions and a permanent password. After that, you will be at the Profile page.

2 START APPLICATION

- Click the **Start Application** button at the top of the Profile page. If you need to leave the profile page and return later, you can click on the **Start Application** button on the **How to Apply** page on the BC website.
- Select the term for which student is applying.
- Complete the "Records: Required User Information." **Note**: The rest of the application is based on the information entered on this page.

3 COMPLETE FORMS & UPLOAD MATERIALS

- Under "Forms and Required Documents," click each item and upload each required document. Each item will be checked upon completion ☑
- Pay the non-refundable application fee within the application.
- **Important:** All acceptance packets (i.e. I-20) that need to be delivered to a foreign (non-U.S.) address must be sent by express mail via eShipGlobal. See FAQ #6 on the back for more guidance.
- Lastly, the student must read and sign the "Signature Statement."

4 SUBMIT APPLICATION & ACCEPTANCE

- Click **Submit Application** on top when all items are checked.
- Check email frequently and log in to account to track admission status.
- If any items become "un-checked," it means there are problems with the documents. The student needs to correct or re-submit those materials
- When the student is accepted, an acceptance e-mail with a scanned I-20 will be sent to the student. **Important:** Students, please log in to your email to view your acceptance letter and I-20. Keep your Student ID number and SEVIS number confidential. Your family, friend, or agent must NOT access your record.

Contact OIE if you have any questions! Email: oie@bellevuecollege.edu **Phone:** 1(425)564-3185