



LIVING ARTS COLLEGE



**AMERICA'S
CREATIVITY
COLLEGE**

Essential Guide for the
International Student
www.living-arts-college.edu/guide

Essential Guide for the International Student



LIVING ARTS COLLEGE

About this Guide

Here is key information you will need to work toward your goal of becoming a future graduate of Living Arts College. Founded in 1992, the College has commanded a leading, worldwide role in the arena of digital media arts education. The international student is served by a dedicated, creative team of industry-centric professionals who focus on results.

This is a guide for the international student aimed at earning status as an Enrolled student meaning the student has qualified for a specific starting date within a designated program. As an Enrolled student, you will aim for a positive future as a Living Arts College graduate.

Find answers here to navigate your way through the application process. Added information is available by online at www.living-arts-college.edu, or email: admissions@living-arts-college.edu.

The Programs

Since 1992, the College has pioneered the art and science of the digital media arts. You'll find graduates of the College who have grown up with the industry, having worked on the early Star Wars series to those contributing to today's award winning features and popular interactive games.

The creative individual will find a broad scope of Creative Arts learning experiences to include:

- Animation & Game Design
- Filmmaking
- Interactive Media Design
- Photography
- Audio Production & Design
- Interior Design
- High-End Internet Development

In addition, the College has a specialized Medical Arts series of shorter programs in Medical Assisting, Medical Billing and Coding and Medical Office Administration. Check www.living-arts-college.edu for additional program details.

The Raleigh, North Carolina Area

The Raleigh metro area is a unique setting for creativity professionals. Here is the world headquarters for the development of popular interactive gaming software plus a setting for numerous game production and development studios.

The area is consistently ranked among the top ten places to live in the United States. Raleigh was recently awarded America's most livable city. Whether you're visiting the Atlantic Ocean just to the east or the Blue Ridge Mountains to the west, it's here. In the metro area, you might choose to visit the North Carolina Symphony, the PNC Center to catch a Carolina Hurricanes hockey game, the Raleigh Convention Center, or one of our nearby golf courses.

Many high-tech industries have established Raleigh as an anchor of the famed Research Triangle Park. In addition, its high-profile universities have cemented the area's reputation as an educational center. Raleigh is not only a great place to visit, but it is also an excellent place to live while you further your education!

Understanding the Goals

Preparing for acceptance and enrollment status

Working with the International Advising Staff, plan to first make application hoping to gain Acceptance to the College. Follow Acceptance by working toward full Enrollment status meaning you have an official start date and a place in the major of your choice.

Enrollment status includes essentials like receiving your tuition funding and completing all related steps. This includes preparing for the USA visa application as a fulltime student. You will learn that you cannot move to the visa step until you have been informed by Living Arts College that you have met all the College's conditions.

Making Application and moving toward gaining the I-20 form for U.S. visa

The process of gaining the education you want as a Creativity Professional begins with the College guiding you through a series of steps leading up to Acceptance and then Enrollment status and the College then issuing you a United States approved I-20 form. *The I-20 form (Certificate of Eligibility for Non-Immigrant Students) is required to apply for a student VISA through the U.S. Embassy in your home country.*

The I-20 form details the fact that you have completed not only the Living Arts Acceptance steps listed here, but you have also completed the essentials for an education timetable, financial planning, and other standards required by the USA authority allowing you to attend Living Arts College as a full time student with F-1 status.

The I-20 form allows you to gain an area interview with USA staff. You will schedule an interview for VISA approval with your area U.S. Embassy authority, indicating that you have an original I-20. The College will guide you with the timetable and steps for attending your visa interview.

Application

To apply for your I-20 form from Living Arts College, plan to complete the following steps.

- Complete application ... paper form or online at L-P-C.edu/application
- Submit \$100.00 USD non refundable Application Fee
- Submit high school/secondary school transcript
- Submit existing creativity skills or abilities samples--drawing, writing, photography, music, etc.
- Furnish proof of English language proficiency TOEFL or ELTS scores
- Submit Passport identification copy of main ID page(s)
- Provide Statement of Financial Support in an amount to be reviewed with you.
- Submit \$200.00 USD non refundable Registration Fee with first tuition payment
- Complete your budget
- Collect materials for visa interview, pay visa fees and attend interview

Explanation of Process

● Complete Application

Start by completing the official Living Arts College online application or by completing the paper application form. The paper form may be obtained through your Admissions Officer who will act as your International Advisor.

● Submit \$100.00 USD Application Fee

Submit the completed application form together with a non-refundable \$100.00 USD Application Fee. The application form and payment should be forwarded to the College or may be completed online at www.living-arts-college.edu/apply.

LAC has partnered with Pay to Study to make your international payments easy, convenient, secure, and less expensive. An alternative to bank wire transfers, Pay to Study gives better currency exchange rates than those offered directly by banks or credit cards. Visit <https://living-arts-college.paytostudy.com/> to learn more and to make your payments.

College Log In Student/Parent Log In Agent/Partner Log In Live Chat Select Language

LIVING ARTS COLLEGE

part of the

- > Home
- > Log In
- > How It Works
- > Benefits
- > Contact Us
- > Forgot your password?
- > Security
- > FAQs

PaytoStudy
part of the

International Student Payment Instructions

Dear Student,

On the day you are ready to pay your tuition fees, please complete the payment application form below.

Step 1 - Pay your fees - complete this payment application.
Step 2 - Print the bank account confirmation and transfer your Tuition Fees to our bank account in your country.
Please note you MUST include your student ID number as your reference number on your bank payment receipt. Please write your Student ID Number on your deposit slip. Failure to do so may result in your payment not being accepted and your visa application being delayed.
Step 3 - Scan your receipt of payment and e-mail it to confirm@paytostudy.com.
Step 4 - We will email you payment confirmation.

If you need any help with your payment, please contact us, we are contactable 24 hours a day.
We want to help. [Click here](#) for contact details

Step 1 - To pay your fees, please complete this payment application

Student Identity Number
(example 08123456)*
IMPORTANT-please write this student number on your deposit slip and ensure that it appears on your bank payment receipt

Visa Application Number
If you have already begun your visa application process please provide the visa application number above

Title* Please select

First Name*

Family Name*

Date of Birth* / / 2003
DD/MM/YYYY

E-mail address*

City*

Country of residence* United States Of America

Home address*

Home phone number* United States

Mobile Number United States

Payment details

Who is making the payment?* Please select

You can pay fees to our bank in your home country.

From which country would you like to pay?* Please select

Application	\$ <input type="text"/>
Tuition Payment	\$ <input type="text"/>
Accommodation	\$ <input type="text"/>
Other	\$ <input type="text"/>
Total*	\$ 0

Your Fee payment:* **0.00**

Choose a password*
Your password must have at least 6 characters

Repeat your password*

Are you ready to pay today?*

I have read and understood the [terms and conditions](#)*

Process Transaction

[Home](#) | [How It Works](#) | [Contact Us](#) | [Terms & Conditions](#) | [Privacy Policy](#) | [Company Registration](#) | [FAQs](#)
© 2011 PaytoStudy | All rights reserved.

- **High school/secondary school transcript**

Acceptance to all Living Arts College programs requires completion of high school or secondary school, similar to high school level education in the USA. A transcript record of courses or subjects plus grades leading to graduation must be submitted. Documents in a language other than English must be accompanied by a certified English translation document.

- **Evidence of existing creativity skills or abilities**

This section applies to those creative individuals making application to Creative Arts programs. The College is interested in your creativity skills or creative abilities. Plan to submit evidence of creativity, art or design such as drawings, photography, narrative writing, painting, digital illustration, etc. These submissions should be prepared electronically by scanning, digital photography, or file output. The files (minimum of three) should be attached to an email addressed to **admissions@living-arts-college.edu**

- Be sure to include your name and country. Each file attachment should not exceed 300mb. Send additional emails if you have several files to forward.
- As proof of submission, we suggest that you send a separate email to the same address saying you have forwarded your creativity samples.

- **English language proficiency report**

If English is not your native language, you should provide evidence of English proficiency. Plan to submit TOEFL or IELTS scores. Minimum scores are:

TOEFL Internet	75	TOEFL Paper	550	IELTS	5.5
-----------------------	-----------	--------------------	------------	--------------	------------

If you plan to take the TOEFL or IELTS exams or enroll in an ESL program, let your International Advisor know the details.

- **Passport identification page**

Provide a clear copy (black and white is okay) of your Passport Identification Page.

- **Submit \$200.00 USD Registration Fee**

Submit a non-refundable \$200.00 USD Registration Fee. Payment may be made with the initial tuition payment. This amount (tuition) will be quoted from the catalog at time of application.

- **Statement of Financial Support**

You will need to prepare a statement of financial stability. This is required to demonstrate to U.S. Immigration and Living Arts College that you have sufficient funds for tuition, housing and living costs while in the USA. Your admissions advisor will assist you in determining the amount.

- **Budget & Financial**

Preparing for a dynamic educational experience at Living Arts College will include a budget plan to include both tuition and living costs. The details of this funding and related verification for funding requirements follow.

Financial Support Guarantee

Non-citizen, international students are not eligible for U.S. financial assistance. Verification is required that the student has a source of funding for tuition, transportation and living expenses while attending Living Arts College.

Proof of such funding must be documented (in English) to the College. The total amount can be estimated with the help of your International Advisor. Plan to contact them for the minimum amount of required funding verification. Funding verification can be submitted in the following ways:

1. Qualified sponsor—to include parents, a relative or other individual. The qualified sponsor will need to provide a *qualified sponsor signed and dated statement*. The Statement of Sponsorship document below provides an example:

"I am acting as a qualified sponsor for the educational expenses for (name and present address including country plus contact phone) while attending Living Arts College in the USA. I understand these expenses include tuition, transportation, medical insurance or related medical coverage, housing and living costs.

I wish to assure Living Arts College that the person named above will not become a public charge in the United States.

My relationship to the above individual is (parent, relative, friend, etc.) .

My financial support will continue for the duration of study at the College. My evidence of capability as a qualified sponsor is reflected in the attached bank statement."

2. Bank Letter—name the qualified sponsor and the student. Example letter: (letterhead with address and contact details)

" This letter confirms that (name of qualified sponsor) has sufficient funds to finance (name of Student) tuition and other educational expenses, including living costs while attending Living Arts College at a minimum amount of (insert total here in U.S. Dollars as discussed with your Living Arts Guest Services Adviser)".

You may wish to prepare a similar letter and include the latest copy of bank statement. The College will help you estimate base costs for tuition and related educational expenses. Area housing and other expense detail follows.

● **Self Qualified**

If you are providing total support for yourself, plan to submit a statement explaining this fact. Include details that you have sufficient funds to cover all tuition, transportation and living costs while attending Living Arts College. A bank letter or similar evidence of total funding is also required.

Plan to forward only COPIES of the above statements to Living Arts College. The original documents will be required at the U.S. Embassy when you apply for your student visa to the United States.

● **Tuition Expenses**

Tuition at Living Arts College includes all books and course assignment materials. Tuition is reflected in the Enrollment Agreement. The amount does not, however, include a personal owned DSLR camera, Android or Apple tablet, or personal computer, as may be referenced in the program of study. Housing costs are not included in any Enrollment Agreement. In addition, the College coordinates optional travel to creative or professional events within the USA. These optional trips are designed to be affordable. However, they are not included in tuition or educational costs reflected in the Enrollment Agreement. Online courses are not included in this Guide.

Tuition Schedule 2013

Make sure you obtain the most recent Guide listing the tuition schedule for the current year. Three year Undergraduate Bachelors Degree programs are as follows:

1st Year Tuition	\$26,788.00 USD
2nd Year Tuition	29,626.00 USD
3rd Year Tuition	29,626.00 USD
Total Tuition	\$86,040.00 USD

Note: All studio fees, books and core assignment materials are included. Housing and living expenses are not included. These amounts may vary yearly due to course schedules.

- **Living Expenses**

The College has SMARTSUITES on-campus housing. In addition, there are excellent apartment facilities within walking distance. SMARTSUITES are often full due to their popularity. Early housing application for SMARTSUITES is encouraged.

Combined housing and related living expenses is estimated at \$900.00 USD to \$1,100.00 USD per month. The amount may vary from these figures depending on tastes and budget. Contact Guest Services for exact costs for SMARTSUITES.

- **Tuition Payment**

Upon verifying your credentials and determining that you would be a good candidate for attending Living Arts College, you will receive a conditional Pre-Acceptance Letter. Once we receive your tuition deposit based on one of the payment options (below) and all remaining steps are complete, your I-20 will be released and sent to you via courier.

- **Bachelors Degree Program Tuition Payment Options:**

Option 1 / TWO PAYMENTS PER YEAR:

Pay a Tuition Deposit of \$12,500.00 USD covering your first two quarters and then pay the first year second payment of \$14,288.00 as follows. The second semi-annual payment will be due **ONE QUARTER IN ADVANCE**. You will receive a tuition funding letter showing actual due dates.

Option 2: / SINGLE ANNUAL PAYMENT

Pay a Tuition Deposit of \$26,788.00 USD (covering your entire first year) and then pay on an annual basis or two quarter basis. Semi-annual payments will be due **ONE QUARTER IN ADVANCE**. Exact amounts will be detailed in your tuition schedule letter issued after application. If you choose the annual payment option, your tuition will be frozen for you entire continuous stay at the College. ***YOU ARE PROTECTED AGAINST TUITION INCREASES.***

- **One Year Professional Certification Program Tuition Payment Options:** One Year Professional Certification Tuition Cost is \$32,704.00 USD

Option 1 TWO PAYMENTS OPTION:

Pay a tuition deposit of \$16,352.00 USD (covering your first two quarters) and then pay the final two quarters. This two quarter payment will be due **ONE QUARTER IN ADVANCE**. Your Enrollment Agreement has complete tuition costs and quarterly details.

Option 2 SINGLE PAYMENT: Pay a tuition deposit of \$32,704.00 USD (covering your entire year). If you choose this option and you elect to continue your studies to earn a three year Bachelors Degree, 80% of your first year P.C. tuition fees will be credited to continuous stay attending the Degree program with advanced standing.

- **Methods of submitting payment**

Payment of funds to Living Arts College may be submitted in a variety of ways. All funds are understood to be collected in the full amounts represented in USD. Payment options include:

1. Bank transfer: Transfer funds from your account to Living Arts College's bank account which is BB&T, located in Raleigh, North Carolina USA.

Wire transfer fee: \$18.00 fee for US Funds, \$40.00 fee for Foreign Funds up to \$25K, and no fee for Foreign Funds over \$25K.

2. Cash: Cash payments are rare and are made in person in the USA. Cash cannot be transported. Do not send cash.

3. Credit Card: Credit Card payment (VISA, Master Card and Discover) can be used for application payment and miscellaneous payments on campus such as laundry and campus supplies. Credit Cards, however, are not accepted for tuition payments or campus housing. Secure payment using a credit card may be executed online.

4. Living Arts College has partnered with Pay to Study to make your international payments easy, convenient, secure, and less expensive. An alternative to bank wire transfers, Pay to Study gives better currency exchange rates than those offered directly by banks or credit cards. Visit <https://living-arts-college.paytostudy.com/> to learn more and to make your payments.

5. Other: Talk to your Living Arts College International Support Team if you want to utilize any other payment format.

● **Policies regarding application, lease and payments for on campus SMARTSUITES housing**

SMARTSUITES offers two person or individual bedroom suites on campus. Do not confuse this service with other, off campus private housing. Plan to apply in advance for SMARTSUITES since they are very popular. Your team will connect you with Student Services, the college office that accepts housing applications. They can quote you monthly rates and notify you of your on campus housing availabilities or refer you to nearby, private housing.

U.S. VISA INFORMATION

A U.S. issued F-1 visa is required to enter the USA as a full time student. Visa application is made in person with a meeting at the U.S. Embassy or U.S. Immigration office in your country.

The Visa allows you to remain in the United States for the duration of full time study at Living Arts College. Plan to pay careful attention in planning for your visa to understand the length and dates of your program of study. You may not be able to make changes without a new application to the embassy or immigration.

If you are a citizen of Canada or Bermuda, a visa is not needed. However, the I-20 form is required. Applicants who are a citizen of Canada or Bermuda are required to pay the U.S. mandated SEVIS fee. Your international advisor can help.

SEVIS Fee

The United States Congress has implemented a fee to support the Student and Exchange Visitor Program. This is an automated system that monitors and tracks individual status while in the USA. Each student or exchange visitor is responsible for paying the \$200.00 USD fee paid to SEVIS. This fee must be **paid before and confirmed** BEFORE arrival for your area visa application visit.

The fee may be paid either by mail, e-check, using a credit card, or Western Union. More details are also available at the U.S. Immigration and Customs Enforcement website:

www.ice.gov/sevis/students

Note: Your SEVIS Fee must be paid BEFORE you attend your U.S. Embassy F-1 visa interview. Be sure to have your SEVIS Fee receipt with you for your Visa interview. Ask your International Advisor for more information if you have any concerns.

Health Insurance Policy

Living Arts College **requires personal medical coverage for enrollment of international students**, but does not endorse any medical provider. Information concerning health insurance coverage while studying in the United States may be accessed through the following websites.

www.internationalstudentinsurance.com - International Student Insurance
<https://www.compassstudenthealthinsurance.com/> - Compass Student Health Insurance
<https://www.acsa.com/insurance-info.aspx> - American College Student Association
<http://www.psiservice.com/psiweb/index.jsp;jsessionid=5898D2A088E14BFB3232E9CA03DA9FBF> - PSI International Students & Scholar Health Insurance

Students & others presently in the USA

Students presently enrolled with a F-1 Visa in a college within the USA may arrange to transfer their SEVIS record to Living Arts College. Contact your international advisor at Living Arts College for details on this process.

If you are in the USA on another type of VISA, speak with your International Advisor on possible options available to you.

Working in the U.S. with F-1 status

Employment is not allowed without U.S. Immigration approval. There may be options for continued specialized training in your field of study after graduation. Your International Advisor can direct you to more information.

Planning your U.S. Embassy interview

The key part of the Student F-1 visa application process is the U.S. Embassy visit that will require making an appointment using the online process described at <https://egov.ice.gov/sevis>. If you are confused or delayed for any reason, contact your International Advisor immediately. You may phone, email them directly, or send a message to apply@living-arts-college.edu.

Most visa interviews require the payment of an additional fee. Sometimes this fee is paid online and for some countries, the payment be made to a local assigned bank or other organization.

Appointments may vary by country. You may also direct visa questions to your area Education USA officials. Find their contact details at http://www.educationusa.info/5_steps_to_study

- Original I-20 form sent to you by Living Arts College. Again, this must be the original. Note: You must provide a reliable address where someone of your authority can sign for the I-20 form that will arrive via courier such as DHL or UPS or FEDEX.
- Original verification of minimum funding documents. Only original documents are accepted.
- Two passport size photos.
- Confirmation of the \$200.00 USD SEVIS payment.
- Confirmation of the US Interview fee, usually \$140.00 USD.

Note: Some areas have a two part interview fee. Check with your International Advisor or Education USA representative.

GUIDE SUMMARY

The secret to Application and VISA success is carefully reading and then navigating your way through the steps noted in this Guide. Gathering documents and working through the steps listed here may be challenging without assistance. Your Living Arts College International Advisor will help you. Feel free to contact your advisor at any time. Expect them to check in and assist you. Your success is why we continue to develop Creative Arts professionals worldwide!



Living Arts College

Essential Guide for the International Student

3000 Wakefield Crossing Drive ● Raleigh, NC 27614 USA

www.living-arts-college.edu

Release 35 2013

*Note: Be sure to check the website above for the latest release of this document.
Guide details are subject to change without notice.*