



3740 University Street
 Eugene, Oregon 97405 U.S.A.
 Email: Admissions@htir.com
 Website: www.htir.com

Administrative Use Only

Courier Date: _____
(Agency only)
 Received Date: _____
 Forward To School Date: _____

Application Check List

Make sure your student has the following documents before submitting his or her application. It is highly recommended that the student complete *all* the requirements as it will quicken the application process for admission and publication of the I-20 from the student's desired university. The student should be precise with the way the application documents are presented. Below are the requirements that the student should have within his or her application packet arranged in the following order:

General Documents Required by The Universities:

- Application Form
- Copy of Passport
- Affidavit of Support Letter
- Bank Statement
- Proof of English Proficiency
- Resume
- Statement of Purpose
- 2 Letters of Recommendation
- Bachelor Degree
- Transcripts

Documents Required by HTIR:

- Estimate of Cost Sheet
- Signed Check List from Agent
- \$250 USD Processing Fee:

Please select payment method: draft wire transfer pay pal

If submitting electronically, it is required that the application is uploaded into one, simple PDF document as it will create administrative efficiency.

HTIR Admissions Use Only

Application Notes:

This Section For Authorized HTIR Agents Only

Student Name: _____
(as seen on passport)

University Student Applied to: _____

Agency: _____

Agent/Counselor Signature: _____

By signing, the agent is stating that he/she has supervised the completion of the student's application packet