

# APPLYING FOR ACADEMIC ADMISSION



*Presented by*  
*Embassy of Kuwait-Cultural Division*  
*and*  
*National Union of Kuwait Students (USA)*



# STEPS ON APPLYING

## STEP 1

- CHECK LIST OF APPROVED SCHOOLS FOR YOUR MAJOR AT <http://www.kuwaitculture.com/University/listing.asp>
- SELECT AT LEAST FIVE (5) SCHOOLS

## STEP 2

- CHECK THE ADMISSIONS WEBSITE OF EACH SCHOOL SELECTED
- REVIEW THE ADMISSION PROCEDURES /REQUIREMENTS/DEADLINES (SEE NOTES FOR COMMON REQUIREMENTS)
- INFORM YOUR CULTURAL DIVISION ADVISOR OF YOUR INTENDED SCHOOLS

## STEP 3

- COMPLETE THE ON-LINE APPLICATION FORM
- PAY APPLICATION FEE AND **SUBMIT** APPLICATION FORM

## STEP 4

- INFORM YOUR CULTURAL DIVISION ADVISOR OF YOUR APPLICATIONS AND REQUEST TO SEND SUPPORTING DOCUMENTS TO THE UNIVERSITIES
- GIVE THE APPLICATION NO. OR REFERENCE NO. TO YOUR CULTURAL DIVISION ADVISOR
- CONTACT TOEFL/IELTS FOR YOUR OFFICIAL SCORE TO BE SENT DIRECTLY TO THE SCHOOLS

## STEP 5

- CHECK YOUR E-MAIL FOR CONFIRMATION AND FOLLOW UP ON MISSING DOCUMENTS (Most schools have live chats or 800 numbers available for any inquiries)
- CHECK APPLICATION STATUS WITH UNIVERSITY

# STEP 1

- ✘ **Carefully review the list of approved universities for your major. This list can be found at:**  
<http://www.kuwaitculture.com/University/listing.asp>
  - Check the list either by major or by university name
  - Be sure to check that your program is approved for the bachelor 's level (indicated by B)
  
- ✘ **Select at least five (5) schools**
  - do not rely on one school for admission, you need to have back up options
  - consider the following things when selecting school –admissibility, requirements, cost of living, safety, weather, etc.

# STEP 2

- ✘ **Check the admissions website of each school selected and review the following:** [sample](#)
  - admission procedures
  - requirements
  - deadlines
  
- ✘ **Most Common Requirements:**
  - *Official TOEFL/IELTS Score* – scores must be sent directly by [TOEFL/IELTS](#) to the university
  - *High School transcript* (in English)
  - *University transcripts* - from previous universities attended (i.e., Kuwait Univ./AUK/GUST)
  - *Letters of Recommendation* –usually written by high school teacher/counselor/principal
  - *Personal Essay*
  - *Copy of Passport/U.S. visa/current I-20*
  - *Medical /Immunization Records*
  
- ✘ **Deadlines:** Each school has a different deadline, you will have to check each university; in most schools the tentative deadlines are:
  - FALL admission – February deadline
  - SPRING admission –October deadline

*Apply at least 1-2 months before the deadline; this will give you time to submit requirements*
  
- ✘ **Inform your Cultural Division advisor of your intended /applied schools**



# STEP 3

- × **Select application for undergraduate, first-year, international students**

[Sample](#)

- × **Complete the on-line application form**

- Answer all questions

- Educational History - provide detailed history for example , if you attended any university after high school in Kuwait or anywhere else ( it is illegal not to provide this information)

- Certificate of Financial Responsibility – you must sign this page and submit it to your Cultural Division advisor

- × **Pay application fee** – you need to pay the fee for your application to be processed

- × **Make sure you receive an e-mail confirmation from the university that they received your application**

- × **Take note of the application number/reference no or ID no. assigned to you**

# STEP 4

- ✘ **Inform your Cultural Division Advisor of the application you have submitted and request to send the supporting documents**
- ✘ **Give the application no./reference no or ID number of your application – or forward the confirmation e-mail to your adviser with your comments**
- ✘ **Contact TOEFL / IELTS for your official score to be sent directly to the schools – scores are considered official only if it is received by the university directly from IELTS/TOEFL**

# STEP 5

- ✘ Check your e-mail to make sure that the school received your application or if there are missing documents for your application
- ✘ Universities will inform you of any additional documents required for your application
- ✘ You can also check the status of your application by going to the university admission website and by logging on to your account at the university [sample](#)

# GOOD LUCK