



GRADUATE COLLEGE
777 Glades Road • SU 80 101
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April 6, 2021

To: University Graduate Council
University Graduate Programs Committee

From: Jan Macko, Director, Graduate Admissions and Enrollment Management

RE: UPDATED PROPOSAL – per UGPC recommendations

A handwritten signature in blue ink, appearing to be 'Jan Macko', is written over the 'From:' line of the email header.

In support of international students' recruitment to FAU Graduate programs and to better align with International Student Services processing times of student visa applications, the Graduate College is proposing to change the international admissions filing dates to the following:

Fall	June 1
Spring	October 1
Summer	March 1

Students who select to have an internal credential evaluation conducted at FAU must submit their official documents to FAU Graduate College at least 30 days prior to international admissions deadline.

Rationale:

While the international students' deadline was initially set at a very early date of February 15th (for the fall semester), to provide international students extra time for submission of the I-20 form supporting documents necessary for student visa applications, it has been limiting to some foreign nationals whose embassies do not need additional 3-4 months for processing. GC Admissions Office and International Student Services have agreed that June 1st international application deadline for the fall term and the aforementioned deadlines for spring and summer terms would generally provide sufficient time for departments to review the application and International Students Services to issue the I-20 form for student visa application. Programs with earlier domestic deadlines than the proposed international admission deadlines could match the proposed international deadline to their domestic deadline.

Effective Date: Fall 2021



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Current Catalog Listing:

Filing Dates

The entry terms for degree programs are fall (August), spring (January) and summer (May). However, students should apply as early as possible. Applications completed by the recommended Filing Date will be assured of prompt review. Late applications will be handled in the order received.

Applicants	Filing Dates		
	<i>Fall</i>	<i>Spring</i>	<i>Summer</i>
Domestic	July 1	November 1	April 1
International	February 15	July 15	January 15

Contact the appropriate college and department for specific application requirements and possible earlier filing dates

Proposed Catalog Listing:

Filing Dates

The entry terms for degree programs are fall (August), spring (January) and summer (May). However, students should apply as early as possible. Applications completed by the recommended Filing Date will be assured of prompt review. Late applications will be handled in the order received.

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Contact the appropriate college and department for specific application requirements and possible earlier filing dates.

Note: The above-listed filing dates are only meant as final deadlines for submitting a graduate admission application. International applicants should check their specific program application requirements as departments may have earlier submission deadlines. International applicants are strongly encouraged to check processing times with the U.S. embassy or consulate where they plan to apply for student visas. Visa appointment availability and processing times vary significantly from country to country. Students with questions about visa procedures and processing times may contact International Student Services at iss@fau.edu.



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From: Mihaela Metianu <mmetianu@fau.edu>
Sent: Tuesday, April 6, 2021 9:52 AM
To: Jan Macko <mackoj@fau.edu>
Subject: RE: International Admissions Filing Dates - GPC/UGC Proposal

Jan, I can understand the concern with specific countries; the delays are generally caused by administrative processing and the need to travel to a third country to even apply for a visa. It is my understanding that these filing dates are the latest possible dates, and programs can choose to set earlier deadlines for their applicants especially in cases where the applicants may compete for assistantships or where all applicants, international and domestic, are required to apply much earlier. Here are a few things to keep in mind (I don't think they need to be added to the statement below, but it would be good for the UGC to know while reviewing this statement):

- Students can only apply for a visa up to 120 days in advance of their program start date; some embassies only accept these appointments 90 days prior to the program start date.
- The delays are caused by either a lack of visa appointment availability or by administrative reviews (if the student is otherwise deemed eligible for a visa, the record is then submitted for administrative processing; the timeline is 6 –8 weeks but for students from Iran, China, Russia these delays can take much longer and there is no way for us to 'expedite' this process)
- Iranian students have to apply for a visa in a third country since there are no US consular services in Iran; they are in a more difficult situation than most other visa applicants, and they know they need a lot of time to get their visas. Departments who tend to attract a large number of applicants for countries who experience visa delays, or who accept candidates generally depending on assistantships can set their own earlier deadlines
- We would explain all this to students if they contact us as indicated in the general statement below.
- In spite of the earlier deadlines, we continue to see late acceptances and requests for I-20, including for students from countries that generally experience visa delays. In this case, it is better to have a later but firm final cutoff to give departments room to decide what works best for them.

So let's try to make this statement a bit clearer, but I would want to still keep it general enough so that students who generally can get their visa appointments and adjudication within a reasonable amount of time are not excluded from applying.

Let's try this (and please feel free to further edit the language if needed):

***Note:** The above-listed filing dates are only meant as final deadlines for submitting a graduate admission application. International applicants should check their specific program application requirements as departments may have earlier submission deadlines. International applicants are strongly encouraged to check processing times with the U.S. embassy or consulate where they plan to apply for student visas. Visa appointment availability and processing times vary significantly from country to country. Students*

with questions about visa procedures and processing times may contact International Student Services at iss@fau.edu.



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From: Jan Macko <mackoj@fau.edu>
Sent: Monday, April 5, 2021 6:24 PM
To: Mihaela Metianu <mmetianu@fau.edu>
Subject: RE: International Admissions Filing Dates - GPC/UGC Proposal
Importance: High

Hi Mihaela,

In a follow up with our conversation last week about the amended proposal of International Admissions filing dates, the UGC asked to be more explicit with the guidance to students to check with the U.S. Embassy in their home country, to make sure timely processing of their visa documents can be done. They have brought up an example of Iran, where students would need to apply to FAU very early in order to get their acceptance and I-20 supporting documents submitted, well in advance of the proposed filing dates. Following is the text I submitted, which they would like to be more specific, guiding students to check with their embassies early. (attached is the full proposal)

Note: U.S. Embassies in some countries may have longer visa processing times requiring students to apply well in advance of above-listed filing dates. It is recommended to check processing times with your local U.S. Embassy to ensure timely visa application. Students concerned about visa appointments may contact FAU International Student Services at isss@fau.edu.

I will need to finalize the language by Wednesday to get it re-submitted. Please let me know, if you have any suggestions, otherwise I am happy to make another edit.

Thank you,
Jan

Jan Macko
Director, Admissions and Enrollment Management
Graduate College
Florida Atlantic University

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From: Mihaela Metianu <mmetianu@fau.edu>
Sent: Monday, March 29, 2021 8:36 AM
To: Jan Macko <mackoj@fau.edu>
Subject: RE: International Admissions Filing Dates - GPC/UGC Proposal

Yes, that's fine.
Mihaela

From: Jan Macko <mackoj@fau.edu>
Sent: Sunday, March 28, 2021 10:50 PM
To: Mihaela Metianu <mmetianu@fau.edu>
Subject: Re: International Admissions Filing Dates - GPC/UGC Proposal

Hi Mihaela,

Thank you for sharing with your team. Could you confirm that you agree with the updated catalog text or suggest edits before I submit?

Thank you,
Jan

Jan Macko
Director, Admissions and Enrollment Management
FAU Graduate College
561-297-3911
mackoj@fau.edu

From: Mihaela Metianu <mmetianu@fau.edu>
Sent: Sunday, March 28, 2021 9:57 PM
To: Jan Macko
Subject: RE: International Admissions Filing Dates - GPC/UGC Proposal

Thank you. I will share with our ISS teams and others at CGE.
Mihaela



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From: Jan Macko <mackoj@fau.edu>
Sent: Sunday, March 28, 2021 6:58 PM
To: Mihaela Metianu <mmetianu@fau.edu>
Subject: RE: International Admissions Filing Dates - GPC/UGC Proposal
Importance: High

Hello Mihaela,

The Graduate Programs Committee has approved the proposal to change the International Filing dates with slight amendments that were recommended for Wednesday’s University Graduate Council.

It was pointed out that the proposed Summer filing date is earlier than the respective Fall and Spring filing dates. **If we change Summer filing date to March 1**, that will be two and half months before summer semester start (May 15), better aligning with Fall and Spring filing dates (spring is planning for extra time to account for Winter Break).

Additional language was also added to provide students with ISSS contact, should they have concerns about visa appointments timing in their home countries.

Please confirm that you agree with the proposed catalog language amendments below in red.

Thank you,
 Jan

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Jan Macko

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 Florida Atlantic University

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From: Mihaela Metianu <mmetianu@fau.edu>
Sent: Thursday, November 5, 2020 8:30 AM
To: Jan Macko <mackoj@fau.edu>
Subject: RE: International Graduate Applicants Deadlines

Sure. See below.

*International students seeking student visa:
 To receive full consideration for admission, international applicants seeking student visas (F or J) need to submit application for admission and all application supporting documents by **June 1st**.
 Applications/admission documents received past this deadline may result in deferral to a future term or application cancelation.*



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From: Jan Macko
Sent: Tuesday, November 3, 2020 5:42:02 PM
To: Mihaela Metianu
Cc: Liana Smith <marysmith@fau.edu>
Subject: International Graduate Applicants Deadlines

Dear Mihaela,

Thank you for your input as we are working on streamlining our graduate international application deadlines. Following our conversation today, I would like to confirm the following dates proposed as international graduate application deadlines:

Fall	June 1 (if domestic deadline is June 1 or later)
Spring	October 1 (if domestic deadline is October 1 or later)
Summer	February 1 if domestic deadline is February 1 or later)

Programs with domestic deadlines prior to these dates will have a matching domestic and international deadline.

Also, please look at the statement we would like to add to the branding of the programs that have a July 1st or later domestic application deadline and let me know, if you have any suggestions/edits:

International students seeking student visa:

*To receive full consideration for admission, international applicants seeking student visa (F-1, J-1) need to submit application for admission and all application supporting documents by **June 1st**.*

Applications/admission documents received past this deadline may result in deferral to a future term or application cancelation.

For students who select an internal evaluation we have added an acknowledgement that clarifies to provide us with official foreign documents 30 days prior to the admission application deadline. After my conversation with you, Liana brought up a great point, that in case of those programs with a July 1st domestic deadline and the new June 1st international deadline, those transcripts for internal evaluation would be received by June 1st, which would still have to be evaluated by Erin and sent to departments for admission review. There is a high likelihood that those decisions would not be posted by the July 4th date (or Monday after), that you referenced would be the last date to process/issue I-20.

Would you agree, that in case of these July 1st (domestic) deadline applicants we should update that statement to either ask for 60 days prior to the July 1 application deadline or state May 1st, being the deadline for internal evaluation? We can adjust it any way, to make sure it works well for Erin's evaluation and I-20 processing.

Thank you for all your feedback.
Jan