

## **SUMMER INTENSIVE ENGLISH APPLICATION CHECKLIST**

Below is a checklist to make sure all documents have been successfully included in your application. Please make sure that all listed items have been submitted. These documents should be sent to us via e-mail at [BSWBapp\\_Fall@iie.org](mailto:BSWBapp_Fall@iie.org). Your application is incomplete until all documents have been received.

Candidate's Name:

Candidate's Common Application ID:

- ☐ **IIE Common Application is complete**
- ☐ **IIE Writing Supplement is complete**
- ☐ **Copy of Passport**

### Recommenders

- ☐ Instructor Evaluation #1
- ☐ Instructor Evaluation #2
- ☐ Registrar's Report confirmed submitted by college official

### English Proficiency

- ☐ Score report will be sent directly to IIE from ETS or the British Council (if you took the TOEFL ITP, please mark this box. The Fulbright Commission is sending all reports to IIE).
- ☐ Scanned copy or screenshot sent to IIE

### Transcripts

- ☐ Transcripts from current college or university
- ☐ **Certified** translations of all transcripts

### Missing Items

Please explain the reason the item is missing and when it will be received at IIE.