



## HOW TO APPLY TO AN ACADEMIC PROGRAM

### PREPARE YOUR DOCUMENTS

- Ensure that your Dayrah profile is assigned to the **Cultural Office -Los Angeles**. Upload a copy of your passport, civil ID card, complete high school transcripts, IGCSE and AS certificates (if applicable), IELTS/TOEFL score, SAT/ACT scores (if applicable), immunization records, and authorization form to your Dayrah account <http://www.mohe.edu.kw/dayrah/>
- Please ensure that your e-mail address and phone number are updated on Dayrah, and that you check your email regularly

### APPLY

- Research universities that you would like to attend and that are approved for your decreed scholarship major. You may find approved universities in the 'University Listing' section at: [https://sis.kuwaitculturaldc.org/kc\\_university/ext\\_mcpf\\_list.php](https://sis.kuwaitculturaldc.org/kc_university/ext_mcpf_list.php)
- Keep your options open, plan to apply to at least three (3) universities and be mindful of **due dates and deadlines**.
- Fill out and submit application forms, please remember to include each school's supplementary application.
- You will receive an email confirmation once you submit your application(s). Keep your application confirmation and provide a copy to your placement advisor in order to request a prospective financial support letter.

### CONTACT YOUR PLACEMENT ADVISOR

- Each student is assigned to a placement advisor based on the first letter of their first name. For applicants whose first name begins with:

A-E	Contact Vanessa Beltran <a href="mailto:vbeltran@kuwaitculturela.org">vbeltran@kuwaitculturela.org</a>
F-N	Contact Lupe Molina <a href="mailto:gmolina@kuwaitculturela.org">gmolina@kuwaitculturela.org</a>
O-Z	Contact Placement Dept. <a href="mailto:placement@kuwaitculturela.org">placement@kuwaitculturela.org</a>

*Please allow 7-10 business days for your placement advisor to respond to your email and send your prospective financial support letter to the university.*

### SUBMIT YOUR OFFICIAL DOCUMENTS

- Schools will require original and official transcripts and test scores. Please arrange for your official transcripts and test scores (TOEFL/IELTS/SAT/ACT) to be sent directly to the university.
- TOEFL: [www.ets.org/toefl/](http://www.ets.org/toefl/)
- IELTS: [www.ielts.org](http://www.ielts.org)
- ACT: <http://act.org/>
- SAT: <http://www.collegeboard.org>
- IGCSE: <http://www.britishcouncil.com.kw/en/exam/school/results/getting>

### AUTHENTICATION

- Acceptance notifications may arrive in 2-4 months from the application deadline.
- When you receive all acceptance notifications, select one school you would like to attend. Submit pre-enrollment deposit (if applicable) and all the documents required by the university in order to accept their offer, including "intent to enroll" & "I-20 request" forms.
- Upon receiving your admission packet, email a copy of your admission letter & I-20 to your placement advisor.
- Once your authentication is completed, your placement advisor will upload your authenticated documents to your Dayrah profile. **Allow 7-10 business days for your admission to be authenticated.**

### REGISTER

- Registration with our office is required to receive your official financial support letters, allowance, and health insurance. It may take 7-14 business days to process, we strongly recommend arriving two weeks prior to your program start date to avoid any delays.
- Upon your arrival in the United States, provide your placement advisor with clear PDF copies of the following:
- Registration Checklist Form (Available in the 'New Student Section' at [www.kuwaitculturela.org](http://www.kuwaitculturela.org))
- Valid passport
- Valid F-1 Visa
- I-20 used to enter the U.S.
- I-94 (Available at [www.cbp.gov/I94](http://www.cbp.gov/I94) only after arriving in the U.S.)
- Direct Deposit form from your U.S bank account