



Letter of Intent to Progress

from the International Study Center
to the JMU Undergraduate Program

Instructions: Students in James Madison University's International Study Center (ISC) will meet with the Student Success Manager (SSM) initially and the International Academic Advisor (IAA) in the final semester of the ISC to complete this form. This form will be used as an opportunity to discuss academic progress and create a plan for a successful progression to JMU's undergraduate program. If your intentions or any of the information on this form change between when it is signed and when you progress to JMU's undergraduate program, please contact the Student Success Manager or International Academic Advisor immediately to update your information.

Full Legal Name: _____	JMU Student ID#: _____			
JMU Email Address: _____@dukes.jmu.edu	Phone Number: _____			
Length of Program in the ISC:	<input type="checkbox"/> 1 semester (IY 1)	<input type="checkbox"/> 2 semesters (IY 2)	<input type="checkbox"/> 3 semesters (IY Intro)	<input type="checkbox"/> 4 semesters (IY IEP)
FIRST Semester in the ISC:	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	<input type="checkbox"/> Fall	Year: _____
LAST Semester in the ISC:	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	<input type="checkbox"/> Fall	Year: _____
FIRST Semester at JMU:	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	<input type="checkbox"/> Fall	Year: _____
Intended Major: _____	Major Confirmation Deadline: <u>5th Week of Final ISC Semester</u>			

My signature on this form indicates that I understand that I must meet all of the following requirements in order to progress from the International Study Center to James Madison University's undergraduate program.

<input type="checkbox"/> I must satisfy all International Study Center completion requirements as outlined in the ISC Student Handbook.
<input type="checkbox"/> I have submitted official copies of my high school transcript, diploma, certificate or other proof of completion of secondary school.
<input type="checkbox"/> I understand that I must complete the following courses: <ul style="list-style-type: none"><input type="checkbox"/> "C" or better in SCOM 123: Human Communication: Group Presentations & WRTC 100: Reading and Writing Workshop<input type="checkbox"/> Pass a MATH class
<input type="checkbox"/> I know I must have a minimum cumulative GPA of 2.5 at the time of completing the ISC program.
<input type="checkbox"/> I understand that for progression purposes, calculation of my cumulative GPA includes grades I have earned for both ISC English for Academic Purposes non-credit courses and JMU undergraduate credit courses.
<input type="checkbox"/> I understand that only the grades and credit for JMU undergraduate credit courses I have taken in the ISC will carry over onto my undergraduate transcript at JMU. I further understand that documentation of my performance in the ISC English for Academic Purposes non-credit courses will remain on my academic record at JMU, but will not carry over to my undergraduate transcript at JMU.
<input type="checkbox"/> I understand that I will be permitted to carry over to my JMU undergraduate transcript no more than 30 credits from the JMU undergraduate credit courses taken while studying in the ISC.
<input type="checkbox"/> I will notify the International Academic Advisor immediately if I change my mind about my intended major or desired semester to enroll in the JMU undergraduate program after signing my Letter of Intent to Progress.
<input type="checkbox"/> I understand that progression to JMU's undergraduate program does not imply acceptance into any particular major at JMU. I understand that some majors, minors, and pre-professional programs are competitive and have specific academic requirements to be eligible for admission or progression.
<input type="checkbox"/> I will attend Transitional Orientation in final semester of the ISC, with International Student & Scholar Services and International Academic Advisor.
<input type="checkbox"/> I will follow all immigration regulations and get new I-20 form in final semester of ISC from the International Student & Scholar Services office.
<input type="checkbox"/> I understand that I must take and pass the Madison Research Essential Skills Test (MREST) within the first year of my undergraduate program at JMU. If I do not complete and pass the exam by then, I understand that a registration hold will be placed on my academic record and I will be unable to register for classes.
<input type="checkbox"/> I understand that I am subject to the provisions of the JMU Honor System. It is my responsibility to become familiar with the Honor Code and the provisions of the Honor System. JMU Honor Code - https://www.jmu.edu/honorcode/code.shtml .
<input type="checkbox"/> JMU reserves the right to deny progression to students who have been suspended, dismissed, or expelled for academic or non-academic reasons from the ISC or any college or university or those who have been convicted of, pled guilty or no contest to, a felony.

THIS SECTION TO BE COMPLETED AND SIGNED EACH SEMESTER DURING THE ISC PROGRAM

(Semester 1) Advising Notes:

Semester: _____ Cumulative GPA (ISC & JMU): _____

Student's Signature: _____ Date: _____

SSM or IAA Signature: _____ Date: _____

(Semester 2) Advising Notes:

Semester: _____ Cumulative GPA (ISC & JMU): _____

Student's Signature: _____ Date: _____

SSM or IAA Signature: _____ Date: _____

(Semester 3) Advising Notes:

Semester: _____ Cumulative GPA (ISC & JMU): _____

Student's Signature: _____ Date: _____

SSM or IAA Signature: _____ Date: _____

(Semester 4) Advising Notes:

Semester: _____ Cumulative GPA (ISC & JMU): _____

Student's Signature: _____ Date: _____

IAA Signature: _____ Date: _____

ISC students must meet with the Student Success Manager to complete this form every semester in the ISC (except for final semester):

Yoo Jin Lee, Student Success Manager
International Study Center
James Madison University
Office: ISC Office, 396 South High Street

ISC students must meet with the International Academic Advisor in their final semester of the ISC:

Chris Campbell, International Academic Advisor
University Advising
James Madison University
Office: Student Success Center, Room 3210