

## INTERNATIONAL STUDENTS

Contra Costa Community College District admits international students to its Colleges. International students applying for admission must adhere to the following procedures:

1. Applicants who are outside of the United States and do not already have an F-1 international student visa when applying to college must complete an application and submit all supporting documentation in order to receive an I-20 form, which allows them to apply for an F-1 visa at the nearest U.S. embassy or consulate. The application includes the following, along with the usual application requests (e.g. name, birth date, etc.)
  - a. Transcripts of any secondary or post secondary schooling.
  - b. Confirmation of financial resources (i.e. enough money to attend school for one year, as determined by the Designated School Official (DSO).)
  - c. Address outside of the United States.
  - d. Intended area of study. F-1 students cannot come into the US as undeclared.
2. Applicants applying from within the U.S. must submit an application and all of the above along with the following:
  - a. A copy of their VISA and I-94 card.
  - b. A copy of their last school's I-20 form.
  - c. Request previous school to release their records via the Student and Exchange Visitor Information System (SEVIS) to the receiving school.

Once the admissions office establishes that the student has submitted all of the necessary paper work the DSO will submit the information on the student into SEVIS to acquire an I-20 form.

3. Students must do the following to maintain their F1 student status while in the United States:
  - a. International students (F-1 visa) are required to enroll in and complete a minimum of 12 units each semester. Students must maintain a grade point average of 2.0 or higher each semester. They may not take fewer than 12 units per semester without official permission from the authorized DSO on their campus.
  - b. F-1 students are required to update any change of address with the admissions office within 10 days of moving.
  - c. F-1 students must inform the DSO at their campus if they are leaving the program for any reason (e.g. transfer, emergency, etc.)
4. Required English proficiency

F-1 students must have a certain level of English proficiency before they are admitted to the colleges for academic purposes. The English proficiency can be measured by various tests (e.g. the TOEFL, IELTS, Cambridge Series or by completion of certain levels at approved intensive English programs.)
5. Residence determination, including review of whether the student holds a visa that requires the student to have a residence outside of the U.S. or to have entered the U.S. under a visa that permits entry solely for a temporary purpose.

Non-citizens who meet residency requirements and who desire to enroll as a California resident must provide documentation from the Bureau of Citizenship and Immigration Services (BCIS).

6. Exemptions from non-resident tuition as authorized by the California Education Code section 76140(a)(2) for financial need.

An international student may file a "California Non-resident Tuition Exemption Request" form with the Admissions and Records Office, at the college where he or she has applied, for evaluation.

California Education Code, Sections 76141 and 76142  
Title 5 Regulations, Section 54045  
Title 8 Regulations, U.S.C., Section 1101