

International Student Application and Information Packet



MANY CULTURES | ONE DESTINATION

Las Positas College

in Livermore, California





ADMISSION

Thank you for your interest in attending Las Positas College. Any person who is a high school graduate or equivalent thereof, or who is 18 years of age or older, and who can profit from the instruction offered is eligible to apply for admission to Las Positas College.

To attend Las Positas College as an International student, you must submit a number of documents in order to be considered for admission to the International Student Program (ISP). Attached is a checklist of all necessary forms to be submitted. Once the college has received the required documents, you will promptly be advised of your admission status. If you are accepted to Las Positas College, a Certificate of Eligibility for Non-Immigrant Student Status (**Form I-20**) will be issued to you along with a letter of acceptance to Las Positas College.

APPLICATION DEADLINES

We accept applications on an ongoing basis and recommend you apply early to allow time for the visa interview process. These are our recommended deadlines:

Fall Semester	July 1 for out of country applicants August 1 for applicants in the U.S. with an F-1 student visa (Transfer students)
Spring Semester	December 1 for out of country applicants January 1 for applicants in the U.S. with an F-1 student visa (Transfer students)

TUITION

International student tuition	\$ 360 per unit X 12 units	\$ 4,320
Enrollment fee	\$ 46 per unit X 12 units	\$ 552
Various Term fees	Due once each semester	\$ 42

Total Cost for 12 Units of Coursework **\$4,914**

Fees are subject to change at any time

CONTACT INFORMATION

INTERNATIONAL STUDENT PROGRAM STAFF

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International Student Program Coordinator

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International Student Counselor

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Website: www.laspositascollege.edu/international



CHECKLIST OF REQUIRED MATERIALS

All forms, information, and documentation must be submitted before your application can be evaluated. Please use this checklist to verify that the following forms are being submitted along with your application. Thank you.

- Las Positas College **Application for Admission** (you may complete this form through OpenCCC at www.laspositascollege.edu/international)

- Copy of unexpired Passport or Government Identification

- International Student Supplemental Application** (pages 4-5)

- English Language Proficiency Test Result** (pages 6-7)

- Certificate of Financial Responsibility** indicating Self or Sponsor's Support (page 8)

- Bank Certification** (at least \$23,428 and dated with 6 months) (page 9)

- Test of Tuberculosis** (if not done by a physician before arrival, test can be done at the Las Positas Student Health Center within 2 weeks from the start of the semester) (page 10)

- Read carefully and sign the **Student Contract** (page 11)

- Read carefully and sign the **Conditional Admission Student Contract** (if necessary - page 12)

- High School/University **Transcripts** (translated into English)

- \$100.00 Non-Refundable **Application Fee** (payable by cash, check, money order or credit/debit card using the "Application Fee Payment by Credit/Debit Card Form" (page 13))

Students transferring from another U.S. school must also provide the following:

- Transfer Instructions Form** submit to previous school
- Official Transcript from previous school
- Copy of prior I-20, passport biographic page, visa and I-94

Mail completed application to:



Las Positas College International
Student Program 3000 Campus
Hill Drive Livermore, California
94551 U.S.A.



TRANSFER STUDENT INFORMATION

Are you currently enrolled in an English language program, college, or university in the United States?

Yes No

If yes, what is the name of your school? _____

What is your last date of attendance at your current school? _____

Do you plan to travel outside the U.S. before attending Las Positas College? Yes No

Transfer students should submit the Transfer Verification Form available at

www.laspositascollege/international

ACADEMIC INTENT

What is your intended field of study (major)? _____
(Selecting a major is necessary in order to prepare the I-20 form)

What is your educational goal at Las Positas College? (*select one or both*)

- Associate degree (2 year degree)
- Transfer to a 4 year college to earn a Bachelor's degree (4 year degree)

CERTIFYING STATEMENT

I hereby certify that all information provided on this application is true and correct. I understand the presentation of false information or failure to comply with Las Positas College's admission and registration procedures may result in my dismissal without refund of any fees paid.

Name (*print*) _____

Signature

Date



ENGLISH LANGUAGE PROFICIENCY

You must speak, read, write and understand academic English to successfully complete college work in the United States. Las Positas College offers **full** and **conditional admission**.

Full admission to students who demonstrate college level English proficiency. Students who are offered full admission may take any academic classes upon meeting the course prerequisites. Additional English as a Second Language (ESL) classes may be recommended according to the students' English Assessment test results, but are not required.

Conditional admission is offered to students whose English language proficiency score indicates the need for additional English language training. Students admitted conditionally are required to take the appropriate ESL classes and may choose from a list of pre-approved list of academic courses.

We do not require proof of an English proficiency exam if you:

- are a native citizen of a country where English is a first language (Australia, Canada, Ireland, New Zealand, and the United Kingdom), or
- if you have studied in a high school or college for a minimum of 3 years in which the primary language of instruction is English (with a letter from the school), or
- if you are eligible for our English 1A (Critical Reading and Composition) course by having passed the equivalent of the Las Positas College course ESL 25, English 104 or 105 with a C grade or higher at another accredited U.S. community college or University (with an official school transcript).

Full admission will be granted to students who submit one of the following English language proficiency test results:

- **TOEFL** score of **61 iBT** or **500 PBT** and above
- **IELTS Academic** score of **5.5** and higher
- **iTEP Academic** score with a minimum score of **Level 4**
- **Eiken** Test with a minimum score of **Grade 2A**
- **Pearson PTE** score of 45 or higher
- **Duolingo English Test** with a minimum score of 95 or higher

Conditional admission will be granted to students who submit one of the following English language proficiency test results:

- **TOEFL** score of **45 – 60 iBT** or **450 – 499 PBT**
- **IELTS Academic** score of **5.0**
- **iTEP Academic** score of **Level 3.5**
- **Eiken** Test score of **Grade 2**
- **Pearson PTE** score of 39
- **Duolingo English Test** with a minimum score of 75

Students admitted conditionally MUST take both required ESL classes as determined by Las Positas College English Language Assessment test. See Conditional Admission International Student Contract for required courses.



Please submit copy of English language Proficiency Test result.

Test taken: TOEFL IELTS iTEP Eiken Pearson PTE
Duolingo Waiver Requested (Documentation Required)

Test score: _____

Date test was taken: _____

For TOEFL test takers, please submit your TOEFL score to **Las Positas College**.
Our Institution Code is **6507**.

Upon arrival at the College, **all** International students will be tested for English proficiency in order to be placed in the appropriate level of courses.



CERTIFICATE OF FINANCIAL RESPONSIBILITY

Should you be accepted as a student at Las Positas College, you are required to have the official of a bank or financial institution verify that you or your sponsor have a minimum of **\$23,428** available for your first academic year (9 months). Additional funds will be necessary if you are traveling with dependents. We estimate the minimum costs of housing, meals, and incidentals to be \$500 per month for a spouse, and \$300 per month per each child. The funds do not have to be held in a U.S. bank or in U.S. currency. This office is able to calculate the currency conversion.

SPONSOR'S AFFIDAVIT

The person who is financially responsible for the applicant must sign this section. If you are responsible for yourself, sign the statement yourself. (A student with a sponsor in the U.S. may also need their sponsor to complete **I-134 Affidavit of Support** in order to apply for their student visa. This form is available at the US Citizenship and Immigration Services website at www.uscis.gov).

As sponsor, I agree to guarantee all normal expenses for the school year. These expenses include tuition, room and board, books, supplies and transportation to and from the campus and the student's residence. I have read the information regarding the cost of tuition and living expenses for the period of study at Las Positas College. I certify that these funds are available, and I accept full responsibility for these expenses.

Student name: _____

Name of person financially responsible: _____

Relationship to student: _____

Signature: *(Required)* _____

Date: _____



BANK CERTIFICATION

Please have an official of your or your sponsor's bank complete the following. **A copy of the student's or sponsor's bank statement dated with the past 6 months (180 days) is also acceptable.** Please request 2 copies of verification of funds. Submit 1 copy to Las Positas College. Keep 1 copy for your visa appointment and U.S. Immigration.

Total available funds: **(must be greater than \$23,428)** \$ _____
amount in USD

Name of Account holder: _____

Name of bank: _____

Bank location: *(city and country)* _____

Name of bank official: *(please print)* _____

Title of bank official: _____

Bank official's signature: _____

Date: **(must be within 90 days of application date)** _____



official bank seal/stamp



TUBERCULOSIS TEST

(to be completed and signed by Physician)

TUBERCULOSIS (TB) TEST

Medical Examination of: _____
Name of Applicant

Date of TB skin test (*must be dated within 1 year of application date*): _____

Result of TB test: Positive Negative

If TB test is positive, x-ray is required.

Date of x-ray: _____

Results of x-ray: Positive Negative

It is strongly recommended that students provide proof of the following Immunizations:

Measles, Mumps, and Rubella _____

Hepatitis B _____

Physician's Signature

Date

Physician's Name (*please print*)

Telephone Number

Address – Street

City, State and Zip

State License Number

Return this form with application, or mail to:

**Las Positas College
International Student Program
3000 Campus Hill Drive
Livermore, California 94551 U.S.A.**



Las Positas College
INTERNATIONAL STUDENT CONTRACT

If I am admitted as a student at Las Positas College:

- I must attend the New International Student Orientation.
- I must enroll in, attend and complete (no “W” withdrawals) at least 12 units (full-time) at Las Positas College each Fall and Spring semester (Summer optional).
- I must not enroll in more than 1 class or 3 units of a distance education (online) course per semester as part of my full-time course load.
- I must have a current Student Educational Plan (SEP) on file and meet with the International Student Counselor during my first semester.
- I will maintain a cumulative grade point average (GPA) of 2.0 “C”.
- I will complete the Guided Self-Placement for English and Math online by signing into my Class-Web account.
- If I am Conditionally Admitted to Las Positas College, I will take the English as a Second Language Placement exam to determine ESL course placement.
- I must pay all tuition and fees each semester according to College regulations. MY FIRST SEMESTER ONLY, I will be allowed to pay tuition during New International Student Orientation. In future semesters, I must pay all tuition prior to the published Drop for Non-Payment Deadline.
- I must be covered by an acceptable medical insurance policy during the entire time I am studying at Las Positas College. I will provide the International Student Program office with proof of insurance within 2 weeks of the beginning of each semester.
- I must provide proof of being free from active Tuberculosis (TB) by submitting results of a TB test within 2 weeks of the beginning of my first semester.
- I must limit on campus employment to no more than 20 hours per week while school is in session in accordance with U.S. Department of Homeland Security (DHS) regulations.
- I may not work off-campus without authorization from DHS.
- I must notify the ISP Office of any changes in address within 10 days in accordance with DHS regulations. The Office will then update my SEVIS record.

I understand that failure to comply with any of the Las Positas College regulations may result in a hold placed on my student record or dismissal from the College. I acknowledge that it is my responsibility to understand and follow the DHS F-1 student regulations. I also understand that if I fail to meet the DHS regulations as they pertain to maintaining my F-1 student visa status, Las Positas College is obligated to notify the U.S. Immigration and Customs Enforcement (ICE) branch of DHS via updating my SEVIS record. I understand that this could result in deportation from and future exclusion to the United States.

_____ (Signature)

_____ (Date)



Las Positas College
CONDITIONAL ADMISSION
INTERNATIONAL STUDENT CONTRACT

If I am conditionally admitted (students who have not yet met the English language proficiency requirements for full admission) at Las Positas College:

- I will enroll in BOTH required ESL courses at my level as determined by my ESL Assessment test until I meet the conditions for full admission. These are:
 - ESL 1A (Low Beginning)
 - ESL 130 A Beginning Grammar for Reading and Writing I (3 units) and
 - ESL 131 A Beginning Writing and Reading I (6 units)
 - ESL 1B (High Beginning)
 - ESL 130 B Beginning Grammar for Reading and Writing II (3 units) and
 - ESL 131 B Beginning Writing and Reading II (6 units)
 - ESL 2A (Low Intermediate)
 - ESL 120A Intermediate Grammar for Reading and Writing I (3 units) and
 - ESL 121A Intermediate Writing and Reading I (6 units)
 - ESL 2B (High Intermediate)
 - ESL 120 B Intermediate Grammar for Reading and Writing II (3 units) and
 - ESL 121 B Intermediate Writing and Reading II (6 units)
- I will only enroll in other academic courses that are on ON THE APPROVED LIST FOR MY ESL LEVEL until I meet the conditions for full admission. Please see the English Language Proficiency link at: <http://www.laspositascollege.edu/international/EnglishLanguageProficiency.php> for the required and elective classes for each ESL level.
- If I am not a native English speaker, I will not enroll in any remedial English courses such as English 100A or English 104, that are designed for native English speakers until I meet the conditions for full admission.

I understand the terms and conditions of my conditional admission.

Signature

Date



International Student Program
3000 Campus Drive
Livermore, CA 94551-7650
Tel: 925.424.1540
Fax: 925.424.1877

Web: www.laspositascollege.edu/international

\$100 Application Fee Payment by Credit/ Debit Card Form

Please use this form ONLY if you are paying the Application fee by credit / debit card. If you are paying by check or money order, you do NOT need to complete this form.

Student's Name:

_____ Family (Last) Name _____ First Name

Name:

Exactly as it appears on the credit card

Address:

The address on record with the credit card company

Credit Card Type: Visa MasterCard
Check one

Credit Card Number:

Expiration Date: /

Credit Card 3-Digit Security code:

This is the 3-digit code found on the back of your card. It is the last 3 digits located in the signature section.

Amount to be charged: \$100.00

Signature of Credit Card holder: _____

Date: _____

Please mail this form along with your application or fax it to:
Las Positas College, International Student Program
Fax: 1-925-424-1877

Note: To protect your security, the ISP Office will shred this document after the payment is received.



Las Positas College
International Student Program
3000 Campus Drive
Livermore, California 94551 U.S.A.
www.laspositascollege.edu/international