

# International Student Application and Information Packet



MANY CULTURES | ONE DESTINATION

# Las Positas College

*in Livermore, California*







## 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 online at [www.laspositascollege.edu/international](http://www.laspositascollege.edu/international))

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

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- International Student Supplemental Application** (pages 3 - 4)

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- English Language Proficiency Test Result** (pages 5 - 6)

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- Certificate of Financial Responsibility** indicating Self or Sponsor's Support (page 7)

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- Bank Certification** (at least \$21,084 and dated within 3 months) (page 8)

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- 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 9)

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- Proof of **Medical Insurance** (before or within 2 weeks from the start of the semester) (page 10)

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- Read carefully and sign the **Student Contract** (page 11)  
 Read carefully and sign the **Conditional Admission Student Contract** (if necessary) (page 12)

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- Statement of Purpose **Essay** (pages 13 - 14)

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

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- 2 Original Identification **Photographs** (51 x 51 mm) (same as passport-sized)

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

- Transfer Verification Form** from 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**

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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](http://www.laspositascollege/international)

**ACADEMIC INTENT**

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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**

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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**
- Las Positas College **English as a Second Language (ESL) Assessment test** minimum result of **ESL 3A** (level 5 out of 6). This option is only available to students currently in the U.S.

**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**
- Las Positas College **English as a Second Language (ESL) Assessment test** minimum result of **ESL 2A** (level 3 out of 6). This option is only available to students currently in the U.S.

**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

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 **\$21,084** 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**

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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](http://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.

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 3 months (90 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 \$21,084)** \$ \_\_\_\_\_  
*amount in USD*

Name of Account holder: \_\_\_\_\_

Name of bank: \_\_\_\_\_

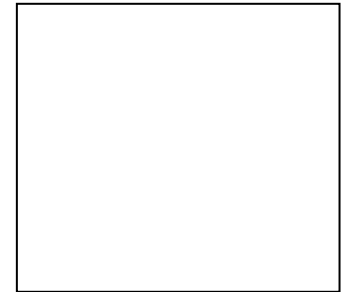
Bank location: *(city and country)* \_\_\_\_\_

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

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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.**



## MEDICAL INSURANCE AFFIDAVIT

All International students are required to purchase medical insurance and have coverage the entire time of study at Las Positas College. Coverage must include repatriation and medical evacuation. FAILURE TO DO SO MAY RESULT IN DISMISSAL FROM THE COLLEGE.

I hereby submit the attached evidence of health and medical insurance which I have purchased. This insurance will cover the usual and normal costs that might incur due to accident and/or illness while in attendance at Las Positas College.

Name of Insurance Carrier: \_\_\_\_\_

Policy Number or Identification: \_\_\_\_\_

Policy Expiration Date: \_\_\_\_\_

Address of Insurance Carrier: \_\_\_\_\_

(Please attach a copy of your medical card or policy)

**If you do not have your medical insurance yet, check the box below:**

I hereby agree to purchase health and medical insurance before the end of the second week of classes and maintain medical coverage during my entire period of attendance at Las Positas College. I will present evidence of continuous coverage to the International Student Program.

\_\_\_\_\_  
*student's name – please print*

\_\_\_\_\_  
*student's signature*



Las Positas College  
**INTERNATIONAL STUDENT CONTRACT**

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

- I must attend the 3-day International Student Orientation.
- I must enroll in the 1 unit PCN 28 course in my first semester.
- 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 will not enroll in any online courses during my first semester at the College unless I have prior approval from the International Student Program (ISP) Office.
- 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 take an assessment test to demonstrate my proficiency in the use of the English language.
- If I choose to take Math or Chemistry classes, I understand that I am required to take an assessment test to determine 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.

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*Signature*

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*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.

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*Signature*

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*Date*







Las Positas College  
International Student Program  
3000 Campus Drive  
Livermore, California 94551 U.S.A.  
[www.laspositacollege.edu/international](http://www.laspositacollege.edu/international)