

El Camino College is approved by the U.S. Citizenship and Immigration Services as an institution of high learning for nonimmigrant F-1 and M-1 visa students.

I. Application Process

An application process that includes submission of appropriate visa information from the country of resident, including INS forms.

A. Application Deadlines

1. By Term

Application deadlines are generally the first of July for the fall semester and the first of December for the spring semester.

2. Application Packet and Fee

A packet of information giving time lines and procedures for applying to El Camino College is sent when a prospective student requests application materials. A non-refundable processing fee must be submitted along with the application and other necessary materials.

B. How to Apply

1. Applying From Your Home Country

Prospective students may apply for admission from their homeland by requesting an application packet from the International Student Program office.

2. Applying While Attending a College in the United States

Students attending another school in the United States on an F-1 visa may request a transfer to El Camino College by contacting our International Student Program office.

C. Required Information

1. Required Documents

Before prospective international students can be considered for admission, the must complete and submit:

- (a) The application form
- (b) A recent photo
- (c) An affidavit of financial support
- (d) The processing fee

2. Transcripts

If applicable, the student should provide college and high school transcripts to the appropriate International Program

Transcripts From Institutions Outside the United States:

1. Transcripts from any high schools, colleges, and technical or vocational schools attended in the student's native country, must also be sent to El Camino College—International Student Office.
2. Transcripts must be translated into English and must bear the school seal and be signed by the registrar or appropriate school official.
3. A student wishing El Camino College to accept college credit from a college or university outside the United States must first meet with an El Camino College academic counselor. Next, the student must have the official academic transcripts sent to a recognized transcript evaluation company. It is the discretion of El Camino College to accept and apply these college credits based on accreditation standards. Students are encouraged to contact the International Student Office for further information.
4. English language and translated secondary school and college transcripts hand delivered, opened by the student, or mailed by the student will not be accepted.

D. Application Review

After all application material is on file, it is reviewed to assure that the applicant is qualified for admission to El Camino College.

1. Acceptance

- (a) When accepted, applicants are mailed the Certificate of Eligibility (I-20) along with further information about orientation and priority registration and helpful visa, travel and housing information.
- (b) Prospective students are required to present the Certificate of Eligibility (I-20), proof of financial support, one photograph, a visa application form, and a receipt for the SEVIS I-901 fee to a U.S. Embassy or Consulate to apply for the F-1 Student Visa.

2. Denial

International students are not guaranteed admission to El Camino College. F-1 visa students who miss the published deadline may be denied admissions to El Camino College.

- (a) Once capacity for the program for that term has been reached, no further consideration will be granted.
- (b) Failure to submit all required documents by the deadline also constitutes denial.

E. English Test Requirements

New F-1 and M-1 students must demonstrate English proficiency in reading, writing, and speaking English.

1. Minimum English Test Requirements

(a) TOEFL (www.ets.org/toefl)

- i. Score of 133 on the computer based test
- ii. Score of 450 on the paper based test
- iii. Score of 45 on the internet based test
- iv. Proficiency level from an accredited language school

(b) IELTS –International English Language Testing System (www.ielts.org) Score of 4.5

(c) TOEIC (www.ets.org/toeic) Score of 620

(d) EIKEN (www.stepeiken.org) Score of 2A

2. Date of TOEFL Score

The TOEFL score may not be more than two years old

3. Exemptions to TOEFL Requirements

(a) Prospective students outside the United States whose first language is English

(b) Students who can demonstrate English proficiency

4. Information About TOEFL

Information regarding TOEFL can be found at:

(a) www.ets.org

(b) American embassies and colleges

(c) Officers of the U.S. Information Service (USIS)

(d) U.S. educational commissions and foundations

(e) U.S. sponsored learning institutions

5. Institution Code

The El Camino College code for the TOEFL is 4302

6. Below the Minimum TOEFL Requirement

(a) For students who were not able to achieve a satisfactory TOEFL score or who want to improve English language skills, El Camino College offers an intensive English program, the El Camino Language Academy (ECLA).

(b) The program is 14 weeks in the fall and spring semesters and eight weeks in the summer.

- (c) Applications for the academy are available at the International Student Program office or through the academy directly at www.uslanguageacademy.com

II. Residence Determination

A. Alien Students Who Are Not Precluded From Establishing Residency

1. Alien Student Establishing Residency

A student who is an alien may establish his or her residence pursuant to the provisions of the laws and regulations of the United States Immigration Code and the laws and regulations of California residency if not precluded by the Immigration and Nationality Act from establishing domicile in the United States; provided that the student has had residence in California for more than one year prior to the residence determination date for the semester or term (summer or winter) for which attendance at an institution is proposed.

2. El Camino Residency Policy and Procedure

Students who hold a visa type that may be eligible to establish residency will need to abide by the El Camino College policy and procedure regarding residency.

3. Jurisdiction of Change in Residency or Residency Petitions

Students who hold a visa type that is not precluded from establishing residency and who wishes to establish California residency shall inquire with the El Camino College Office of Admissions. Neither the International Student Program nor the El Camino Language Academy shall have jurisdiction over students with these visa types for the purpose of residency.

B. Alien Students Who Are Precluded From Establishing Residency

An alien is precluded from establishing domicile in the United States if the alien entered the United States illegally, or under a visa which requires that the alien have residence outside the United States, or that he or she entered the United States solely for a temporary purpose. An alien is precluded from establishing domicile in the United States and shall not be classified as a resident of this state if he or she holds a visa that is covered by the International Student Program or the El Camino Language Academy. They are:

- 1) F-1, F-2 – Academic student, spouse and children
- 2) J-1, J-2 – Exchange visitor, spouse and children
- 3) M-1, M-2 – Nonacademic or vocational student, spouse and children

C. Exemptions from Non-Resident Tuition

F-1, J-1, and M-1 students may be exempted from nonresident tuition provided they have a documented case of economic hardship. Under no circumstance may the number of F-1, J-1, and M-1 students granted an exemption exceed 10% of that population. The district reserves the right to limit any exemption to one term or a proscribed period of time. The district also reserves the right to rescind any exemption. Exemptions shall only be granted upon the recommendation of the Superintendent/President and the approval of the El Camino College Board of Trustees.

III. Orientation

All international students who are attending El Camino College for the first time must attend an orientation before enrolling in classes. These orientations are scheduled just before the beginning of the fall and spring semesters. Therefore, new students should plan to begin their first semester at El Camino College in either the fall or spring. International students who fail to attend this orientation are subject to the loss of privileges.

IV. Assessment

All international students who are attending El Camino College for the first time must complete all relevant assessment tests prior to meeting with an academic advisor.

V. Education Plan

All international students who are attending El Camino College must complete a comprehensive education plan with an academic counselor no later than the middle of the student's first semester.

VI. Health Insurance

All international students must purchase and carry the health insurance offered through El Camino College

VII. Housing

Although there are no dormitories available at El Camino College, assistance with locating housing is available through the International Student Program Office. Information regarding housing is part of the information packet sent to students when they are accepted to the college.

VIII. Legal Requirements

While attending El Camino College the F, M, or J visa student must maintain lawful status and abide by all laws and regulations of the United States and the policies and procedures of the college. Those laws and regulations include, but are not limited to:

- (1) Maintaining a minimum of 12 units (full time status) in a primary term (fall and spring)
- (2) Maintaining a minimum of 2.00 GPA
- (3) Reporting a change in major to the Designated School Official (DSO)
- (4) Reporting a change in address to the DSO
- (5) Receiving permission to leave the United States from the DSO
- (6) Not engaging in any employment unless permitted to do so by the DSO and the Department of Homeland Security
- (7) Meeting all deadlines regarding an extension of visa and departure from the United States

Reference:

Education Code 76141, 76142: Title 5, Section 54045:
Title 8, U.S.C. Section 1101. Et seq.

Exemptions from nonresident tuition as authorized by Education Code section 76140(a)(2) for financial need.

Reference: Immigration and Nationality Act, 8 U.S.C., 1101(a)(15), as amended by Immigration Act of 1990, Public Law 101-649, Carlson v. Trustees (1/4/99)

December 15, 2014