



CONTRA COSTA COLLEGE

INTERNATIONAL STUDENT APPLICATION PACKET

Thank you for your interest in attending Contra Costa College (CCC)! We welcome international students from all over the world, and value the diversity and culture that they bring to our campus. Please be advised that international students at CCC are on F-1 visas.

Application Deadlines

Semesters:	Start Applying:	Last Day to Apply:
Fall Semester (<i>August to December</i>)	March 1 st	July 1 st
Spring Semester (<i>January to May</i>)	August 1 st	December 1 st

Application Steps:

STEP 1: Complete this **International Student Application** (pages 2-5).

STEP 2: Attach Proof of **English Proficiency** (see page 3).

STEP 3: Attach **Transcripts**. To qualify for admission, students must have graduated from high school (secondary school) or be at least 18 years of age by the start of classes. If the student is under the age of 18, a parent/ legal guardian consent must be given using the [Minor Student Admissions Authorization Form](#).

- Students may be admitted with scanned copies of transcripts (unofficial). However, students are required to provide **final official transcripts** (unopened, sealed in an envelope from the school/college/university) by the time of the mandatory orientation.
- Transcripts must be translated in English by your school(s) or a professional translation company.

STEP 4: Complete the **Financial Certification** (page 6).

STEP 5: Complete the **Application Fee Form** (page 7).

STEP 6: Review the **checklist** for **additional items** (passport, transfer student information on page 7).

STEP 7: Submit documents by **mail or email**. Once all documents are received, please expect to be notified by email within about 3 weeks.

Submit by mail:

Contra Costa College
International Student Office
2600 Mission Bell Drive
San Pablo, CA 94806
USA

Submit by email:

international@contracosta.edu

AGENTS/ THIRD PARTIES: Agents/ third parties (e.g. parents, family, etc.) acting on the behalf of the student must complete the [Student Consent for Access to Education Records \(FERPA\) form](#). *Note:* This is not required if students do not want to share their educational records.



INTERNATIONAL STUDENT APPLICATION

Please check the semester and write the year for which you are applying:

FALL SPRING _____

STUDENT INFORMATION:

- 1. Last Name (Surname/Family Name): _____
- 2. First Name (Given Names): _____
- 3. Date of Birth (DOB): _____
(Month/Day/Year)
- 4. Sex/Gender: Male Female
- 5. Email address: _____

Passport Information:

- 6. Passport Number: _____
- 7. Passport Expiration Date: _____
- 8. Country of Birth: _____
- 9. Country of Citizenship: _____
- 10. Country of Issuing Passport: _____

11. Home Country Address (required):

Street Address: _____

 City: _____
 Province/State/Territory: _____
 Country: _____ Zip/Postal Code: _____
 Home Country Phone #: _____

12. Address in the USA (optional):

Street Address: _____

 City: _____ Zip Code: _____
 USA Phone #: _____

SPOUSE INFORMATION:

12. Do you have a spouse (husband/wife)? Yes No

- If no, please go to number 6.
- If yes, please enter the following information about your spouse:

Legal Name: _____
(Surname/Family Name) (Given/First Name)
 Date of Birth (DOB): _____ Sex/Gender: Male Female
(Month/Day/Year)

DEPENDENT/S INFORMATION:

13. Do you have a dependent/s (a child or children)? Yes No

- If no, please go to number 7.
- If yes, please enter the following information about your child/children:

Child 1: (Surname/Family Name): _____ **Child 2:** (Surname/Family Name): _____
(Given/First Name): _____ (Given/First Name): _____
 Date of Birth (DOB): _____ Date of Birth (DOB): _____
(Month/Day/Year) (Month/Day/Year)
 Sex/Gender: Male Female Sex/Gender: Male Female

PROGRAM INFORMATION:

14. Major/Program of Study (see **page 4** for selection): _____
Major/Program

15. Educational Goal (select one):

- A - Obtain an associate degree and transfer to a four-year institution.
- B - Transfer to a four-year institution without an associate degree.
- C - Obtain a two-year associate degree without transfer.
- D - Obtain a two-year vocational degree without transfer.

SELECT COMPLETED ENGLISH PROFICIENCY:

Students must provide **evidence** of **one** of the following.

TOEFL & IELTS test scores must be taken within 2 years of the application date.

- TOEFL – Internet-based score minimum of 40 or higher.
- TOEFL – Paper-based score minimum of 400 or higher.
- TOEFL – Computer-based score minimum of 120 or higher.
 - *Send official score report to: **Contra Costa College DI Code: 4943***
- IELTS – Score of 4.5, minimum acceptable band score of 4.0.
 - *Let us know your TRF score & send official score report to: **Contra Costa College***
- Citizen of countries and territories where English is an official and/or major language. We require a high (secondary) school transcript for **proof of English** as the medium of instruction.
- Completion of **ELS-109 or higher**.
- Completion of **English Composition I** or **English Composition I & II**, with a **C grade or better**.
- Completion of **IEC Advanced B**.
- Graduation from an **English medium Diploma Programme** at an [International Baccalaureate \(IB\) School](#).
- Completion of International General Certificate of Secondary Education (**IGCSE**) & also pass five exams 4 of which must be English, Science, Math, and Social Sciences.
- Completion of the **O-Level** of the General Certificate of Education (**GCE**) & also pass five exams 4 of which must be English, Science, Math, and Social Sciences.

EDUCATIONAL BACKGROUND: Please list the high school (secondary school) and/or universities you have attended below.

Transcripts for the schools listed below are **required**.

High (Secondary) School: _____

City, Country: _____

Dates Attended (Month & Year): _____

Did you graduate? Yes No

College/University: _____

City, Country: _____

Dates Attended (Month & Year): _____

Did you graduate? Yes No

If you attended more than one high school or college, please list them below:

Name of school: _____ City, Country _____ Dates Attended _____

Name of school: _____ City, Country _____ Dates Attended _____

Name of school: _____ City, Country _____ Dates Attended _____

Name of school: _____ City, Country _____ Dates Attended _____

What is your MAJOR/PROGRAM at Contra Costa College?

Associate Degrees & Program Codes

Administration of Justice:

- Corrections AS.ADJC.C
- Law Enforcement AS.ADJL.C

- African American Studies AA.AFRAM.C
- Anthropology AA.ANTHR.C
- Art AA.ART.C

Automotive Services

- Auto Collision Repair Technology AS.AUSC.C
- Automotive Service Technician AS.AUAST.C

Biological Science

- Biological Science AS.BIOSC.C
- Biotechnology AS.BIOT.C

Business

- Business Administration AS.BUAD.C
- Business Management AS.BUMT.C

Business Office Technology

- Administrative Assistant AS.BOTAA.C
- General Office AS.BOTGO.C

- Chemistry AS.CHEM.C

Computer and Communication Technology

- Network Technology AS.CCT.C

Computer Information System

- Computer Operations AS.CISCO.C
- Computer Programming AS.CISPR.C

- Computer Science AS.COMPS.C

Culinary Arts

- Classical/Modern Food Prep & Restaurant Training AS.CUCFP.C
- Training in Pastry & Baking Skills AS.CUBAK.C

Early Childhood Education

- Early Childhood Education AS.ECHD.C
- Montessori Ed Preschool Teacher AS.ECHDMPT.C

- Earth Sciences AS.ESCI.C
- Economics AA.ECON.C
- Engineering AS.ENGIN.C
- Geography AA.GEOG.C
- Health & Human Services: Human Services AA.HHSHS.C
- History AA.HIST.C
- Journalism AA.JRNAL.C
- La Raza Studies AA.LARAZ.C

Liberal Arts

- Arts & Humanities AA.LAAHU.C
- Communication in the English Language AA.LACEC.C
- Math & Science AA.LAMSC.C
- Social & Behavioral Sci. AA.LASBS.C
- Medical Assisting & Office Technician AS.MEDIC.C
- Music AA.MUSIC.C
- Physical Education/Kinesiology AS.PEK.C
- Political Science AA.POLSC.C
- Psychology AA.PSYCH.C
- Registered Nursing AS.NURS.C
- Sociology AA.SOCIO.C
- Spanish AA.SPAN.C

Transfer Degrees & Program Codes

- Administration of Justice for Transfer AST.ADJUS.C
- Anthropology for Transfer AAT.ANTHRO.C
- Biology for Transfer AST.BIOLOGY.C
- Business Admin for Transfer AST.BUSAD.C
- Comm. Studies for Transfer AAT.CS.C
- Early Childhood Ed for Trans. AST.ECHD.C
- Economics for Transfer AAT.ECON.C
- English for Transfer AAT.ENGLISH.C
- Geography for Transfer AAT.GEOG.C
- History for Transfer AAT.HIST.C
- Journalism for Transfer AAT.JOURNAL.C
- Kinesiology for Transfer AAT.KINES.C
- Math for Transfer AST.MATH.C
- Music for Transfer AAT.MUSIC.C
- Philosophy for Transfer AAT.PHILO.C
- Physics for Transfer AST.PHYS.C
- Political Sci. for Transfer AAT.POLSCI.C
- Psychology for Transfer AAT.PSYCH.C
- Public Health for Transfer AST.PUBLTH.C
- Sociology for Transfer AAT.SOCIO.C
- Spanish for Transfer AAT.SPAN.C
- CSU or UC General Ed IGETC.C
- CSU General Ed CSUGE.C

SUPPLEMENTAL QUESTIONS: Please check all that apply.

A. How did you find out about Contra Costa College (CCC)? Please select all that apply:

- Agent/Education Consultant
- Current/Former CCC Student
- High School/Secondary School
- Current College/University
- Education Fair/ Expo
- Education USA
- ELS
- IEC@DVC
- Visit to CCC/Campus Tour
- Website/Internet Search
- Other: _____

B. What attracted you to CCC?

- Location
- Major/Program
- College Reputation
- Other: _____

F-1 STUDENT CONDITIONS & RESPONSIBILITIES:

- Be enrolled in a minimum of 12 units in the fall and spring semesters. Contact the Designated School Official (DSO) if you cannot enroll in 12 units.
- Maintain a minimum grade point average (GPA) of 2.0 or higher.
- Maintain continuous health coverage through the college or provide proof of your own health insurance.
- Pay health insurance fee by the 2nd week of instruction, if enrolled through the college.
- Pay all fees by the end of the semester (fees may vary each academic year).
- Meet with an academic adviser at least once a semester.
- Maintain academic honesty and student conduct (read the [Student Code of Conduct](#)).

I certify that all statements on this form are true and complete to the best of my knowledge. I also acknowledge that I have read and understand the F-1 student conditions and responsibilities. In signing below, I acknowledge I will comply with the rules and regulations pertaining to my F-1 status.

Student Signature (REQUIRED)

Date (Month/Day/Year)



FINANCIAL CERTIFICATION

The U.S. Department of Homeland Security (DHS) requires you to certify that you have available funds to cover your studies at CCC. The amount of funds required for one academic year is estimated to be **\$23,000**, which is based on full-time enrollment (12 units – the minimum required for F-1 students). This estimate does not include travel expenses.

FINANCIAL SUPPORT DOCUMENTATION

Please provide **evidence** of financial support, dated within **6 months of enrollment**. The original bank statement/CD is required, showing the student or the sponsor’s name, with a bank stamp or seal, and bank employee’s signature. Please provide one of the following:

- Bank Checking Statement
- Bank Savings Statement
- Certificate of Deposits (CD)

Note: Funds must be shown in US dollars (USD).

Total Estimated Cost Per Year (Fall & Spring semesters)

\$7,320 Tuition (Based on 12 units per semester. More units will increase this cost.)

\$10,750 Room and Board

\$1,630 Books and Supplies

\$1,200 Health Insurance

\$2,100 Other Expenses

\$23,000 TOTAL

Note: If you have a **spouse or dependent (child)**: you will be expected to show an additional \$6,000 for a spouse and an additional \$4,000 for each dependent (child).

STUDENT NAME: _____
(Surname/ Family Name) (First name/Given Names)

My source of support will come for the following:

- | | |
|--|--|
| <input type="checkbox"/> Self (personal checking and/or savings) | <input type="checkbox"/> U.S. Sponsor |
| <input type="checkbox"/> Parent/s | <input type="checkbox"/> Government Sponsor |
| <input type="checkbox"/> Family Member | <input type="checkbox"/> Other (please explain): _____ |

REQUIRED - By checking this box, I/we (the sponsors listed below) guarantee to provide the minimum of \$23,000 for the student listed above to attend Contra Costa College exclusive of travel expenses.

SPONSOR INFORMATION: If your sponsor is other than yourself, please list their information below.

SPONSOR 1:

Last Name (Surname/Family Name): _____ First (Given Names): _____

Relationship to student: _____ Phone number: _____
(ex. Mother, Father, Aunt, etc)

Address: _____

SPONSOR 2:

Last Name (Surname/Family Name): _____ First (Given Names): _____

Relationship to student: _____ Phone number: _____
(ex. Mother, Father, Aunt, etc)

Address: _____



APPLICATION FEE FORM

This is only paying the Application Fee of \$50.00

APPLICANT INFORMATION:

Applicant's Name: _____
(Surname/ Family Name) (First name/Given Names)

CREDIT CARD INFORMATION:

Credit Card Holder's Name: _____
Please print name exactly as shown on card

Credit Card Type:

- Visa
- MasterCard
- Discover

Credit Card Number: _____
 Expiration Date: _____ Zip Code: _____
 (Month/Day/Year)

Authorization Statement: I hereby authorize Contra Costa College to charge to my credit card a one-time International Student Application fee of \$50.00 each. Any uses of the information provided above for anything other than the international application fee, is unlawful.

Credit Card Holder Signature (REQUIRED) **Date (Month/Day/Year)**

INTERNATIONAL STUDENT APPLICATION CHECKLIST

Please use the checklist below to make sure you submit all required documents for admissions to CCC.

ALL STUDENTS (New & Transfer):

- 1. International Student Application
- 2. Proof of English Proficiency
- 3. Official transcripts
- 4. Financial Certification
- 5. Financial Support Documentation
- 6. \$50.00 Application Fee (nonrefundable)
 - Visa, MasterCard, Discover: Complete the application fee form on page 7.
 - Check or Money Order: Payable to *Contra Costa College* and must be in US Dollars.
- 7. Copy of Passport

TRANSFER STUDENTS ONLY: In addition to the documents on the left, *transfer students* must submit the following additional documents:

- 8. Copy of I-20 from current college/ university
- 10. Copy of F-1 visa or proof of F-1 status
- 11. Copy of I-94.

Travel Plans (only for transfer students)

- A. Will you be leaving the U.S. before beginning classes at Contra Costa College? Yes No
- B. If yes, please indicate the following:
 Departure date: _____
 Return date: _____

I hereby certify that I have reviewed, completed and attached the required documents listed above.

Student Signature (REQUIRED)

Date (Month/Day/Year)