

CHAPTER 7: Student Services
ADMINISTRATIVE PROCEDURE NO. 7.01.3 (AP 5012)

ADMINISTRATIVE PROCEDURE
San Mateo County Community College District

Subject: AP 7.01.3 International Students
Adoption Date: 8/13
Policy References: Education Code Sections 76141 and 76142; Title 5 Section 54045; Title 8, U.S. Code Sections 1101. et seq.

The District adheres to all federal requirements regarding the admission of international students, including the submission by students of all required immigration documentation.

1. An international student is defined as one who is in the United States on a valid and current student visa.
2. International students must meet the following requirements for admission by deadlines established each semester:
 - a. Satisfy all requirements for college required by U.S. Customs and Immigration Service.
 - b. Provide verification of being in compliance with all applicable rules of the U.S Customs and Immigration Service, with respect to an existing F-1 (student) visa, when transferring from a United States educational institution.
 - c. Offer evidence of a standard degree of academic aptitude reflecting good academic standing equivalent to an American high school education (normally a C or 2.00 average or better.)
 - d. Demonstrate proficiency in the use of the English language by submitting a minimum score of 480 (paper based), 160 (computer based), or 56 (internet based) on TOEFL, or 5.5 on ILETS to demonstrative ability to benefit from instruction.
 - e. Present evidence of sufficient funds to cover tuition fees and living expenses while attending the College.
 - f. Provide proof, before registration, of medical insurance coverage or enroll in a medical insurance plan provided for international students by the San Mateo County Community College District.
3. A student holding an F-1 visa with an I-20 issued by another educational institution, or the dependent of a student in that category, may be admitted as a part-time student not to exceed six units each semester. Students must present documentation from the institution issuing the I-20 that the student has permission to enroll in another educational institution.
4. All international students will be required to pay non-resident tuition, as outlined in Board Policy 7.07, Non-resident Tuition Fees and Administrative Procedures, 7.07.01, Non-resident Tuition, including the Capital Outlay Fee.
5. All international students are required to complete a minimum of 12 units of class work each semester to maintain their status. During the last semester of attendance, international students are not required to complete a minimum of 12 units. Those who fail to complete the required units are out of status and may be required to return to their home country.