

1. Admission: All applicants for admission of F-1 visas must submit the following documents to the International Student Advisor no later than the end of May (Fall semester) and middle of December (spring semester).
  - A completed application form (obtainable from the college).
  - A non-refundable application fee in the amount of \$25.00.
  - Transcripts of secondary (and postsecondary, if any) school or college work completed. These transcripts must be official and written in the English language.
  - Evidence of English language proficiency demonstrated by the test of English as a Foreign Language (TOEFL), with a minimum score of 450. It is possible to be admitted to Cabrillo's English as a Second Language program if the TOEFL score is between 400 and 450, or if the student is presently in the U.S. and can take a test of English proficiency at the Cabrillo College testing center.
  - A financial statement which indicates the student has the means to support his/her costs of attendance either from personal, family, or governmental sources in the minimum amount of \$8,350.00.
  - A photocopy of the I-94 form (arrival/departure) stapled in the passport by United States Immigration officials.
  - Exceptions: Students holding visas other than F-1 (Student) must see the International Student Office for an explanation of the rules and regulations pertaining to their attendance at the college.

**Note:** Usually, Cabrillo College accepts international students only in the fall and spring semesters. The International Student Admissions Committee will review all documents submitted by the deadlines and base its decision regarding admission on the basis of a completed file. The committee's decisions will be communicated as promptly as possible to all applicants.

2. Payment of Tuition: Tuition is due and payable at the time of registration for classes. Registration is not complete until the full tuition is paid. Tuition rate for the subsequent year will be set by the Governing Board no later than the February Board meeting.
3. Hospital/Accident Insurance: At the time of registration, international students must present evidence they possess satisfactory hospital and accident insurance or must purchase a policy within the first two weeks of class.
4. English Placement: Entering international students are required to take an English placement test administered by the English Division at the time of orientation prior to registration. The results of the test will determine the proper placement for each student in the English course sequence. The number of required units in English will be determined by the English Division.
5. Study Load: International students of F-1 visas must carry at least 12 units per semester. The college must report to the U.S. Immigration and Naturalization Service if a student has withdrawn from the college or is taking less than a full program.
6. Program Changes: Once registered in classes, international students in the first semester of attendance may not add or drop courses without permission of the International Student Advisor.
7. Travel Abroad: International students must notify the International Student Office of any plans to travel outside the United States during the period of attendance. Notifications

must be done at least one week in advance so that forms or letters can be prepared that are required for re-entry to this country.

8. Employment: International students attending the college on F-1 or F-2 visas are not permitted to work OFF-CAMPUS without prior approval of the Immigration and Naturalization Service. Consult the International Student Office for details and procedures.
9. Change of Status: Any change in immigration status must be reported to the International Student Office in person. This is especially important for students holding F-1 visas.
10. Arrival: Students admitted on an F-1 visa must report to the International Student Office by the date indicated on the I-20 form. Failure to do so may result in the revocation of the I-20.
11. Change of Address: Students must inform the International Student Advisor and the Office of Admissions and Records of all address and telephone changes. A current local address must always be on file at the college.
12. Illness: Students must inform the International Student Advisor of any extended illness (more than three consecutive class meetings) by telephone or mail.
13. Renewal of Visas, Passports: It is the student's responsibility to maintain a valid, current passport and visa.
14. Housing: Cabrillo College does not have dormitory facilities. Students should arrive well before classes begin in order to locate satisfactory housing. The International Student Office maintains a limited list of available housing.
15. Termination of Attendance: The college reserves the right to terminate the enrollment of any international student whose academic progress, observance of college rules and regulations, or personal conduct falls below acceptable standards.