

International Student Application and Information Packet



MANY CULTURES | ONE DESTINATION

Las Positas College

in Livermore, California





ADMISSION

Thank you for your interest in attending Las Positas College. Any person who is a high school graduate or equivalent thereof, or who is 18 years of age or older, and who can profit from the instruction offered is eligible to apply for admission to Las Positas College.

To attend Las Positas College as an International student, you must submit a number of documents in order to be considered for admission to the International Student Program (ISP). Attached is a checklist of all necessary forms to be submitted. Once the college has received the required documents, you will promptly be advised of your admission status. If you are accepted to Las Positas College, a Certificate of Eligibility for Non-Immigrant Student Status (**Form I-20**) will be issued to you along with a letter of acceptance to Las Positas College.

APPLICATION DEADLINES

We accept applications on an ongoing basis and recommend you apply early to allow time for the visa interview process. These are our recommended deadlines:

Fall Semester	July 1 for out of country applicants August 1 for applicants in the U.S. with an F-1 student visa (Transfer students)
Spring Semester	December 1 for out of country applicants January 1 for applicants in the U.S. with an F-1 student visa (Transfer students)

TUITION

International student tuition	\$ 370 per unit X 12 units	\$ 4,440
Enrollment fee	\$ 46 per unit X 12 units	\$ 552
Various Term fees	Due once each semester	\$ 42

Total Cost for 12 Units of Coursework **\$5,034**

Fees are subject to change at any time

CONTACT INFORMATION

3000 Campus Hill Drive
Livermore, CA 94551
Building 1600, Room 1658
Email: lpcglobal@laspositascollege.edu



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 through OpenCCC at www.laspositascollege.edu/international)

- Copy of unexpired Passport or Government Identification

- International Student Supplemental Application** (pages 4-5)

- English Language Proficiency Test Result** (pages 6-7)

- Certificate of Financial Responsibility** indicating Self or Sponsor's Support (page 8)

- Bank Certification** (at least \$23,650 and dated with 6 months) (page 9)

- Read carefully and sign the **Student Contract** (page 10)

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

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

- \$100.00 Non-Refundable **Application Fee** (payable by cash, check, money order or credit/debit card using the "Application Fee Payment by Credit/Debit Card Form" (page 12))

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

- Transfer Instructions Form** submit to previous school
- Official Transcript from previous school
- Copy of prior I-20, passport biographic page, visa and I-94

Email completed application to:

lpcglobal@laspositascollege.edu

Mail completed application to:

**Las Positas College
International Student Program
3000 Campus Hill Drive
Livermore, California 94551 U.S.A.**



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**
- **Pearson PTE** score of 45 or higher
- **Duolingo English Test** with a minimum score of 95 or higher

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**
- **Pearson PTE** score of 39
- **Duolingo English Test** with a minimum score of 75

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 Pearson PTE
 Duolingo Waiver Requested (Documentation Required)

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 **\$23,650** 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

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).

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.

Student name: _____

Name of person financially responsible: _____

Relationship to student: _____

Signature: *(Required)* _____

Date: _____



BANK CERTIFICATION OR SPONSOR BANK STATEMENT

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 6 months (180 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 \$23,650)** \$ _____
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



Las Positas College
INTERNATIONAL STUDENT CONTRACT

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

- I must attend the New International Student Orientation.
- I must complete the Guided Self-Placement for English and Math through my Class-Web account.
- I must complete the LPC Orientation through my Class-Web account.
- 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 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 complete the Guided Self-Placement for English and Math online by signing into my Class-Web account.
- If I am Conditionally Admitted to Las Positas College, I will take the English as a Second Language Placement exam to determine ESL 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 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.

_____ (Signature) _____ (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.

Signature

Date



International Student Program
3000 Campus Drive
Livermore, CA 94551-7650
Web: [www.laspositascollege.edu/
international](http://www.laspositascollege.edu/international)

\$100 Application Fee Payment by Credit/ Debit Card Form

Please use this form ONLY if you are paying the Application fee by credit / debit card. If you are paying by check or money order, you do NOT need to complete this form.

Student's Name:

_____ Family (Last) Name _____ First Name

Name:

Exactly as it appears on the credit card

Address:

The address on record with the credit card company

Credit Card Type: Visa MasterCard
Check one

Credit Card Number:

Expiration Date: /

Credit Card 3-Digit Security code:

This is the 3-digit code found on the back of your card. It is the last 3 digits located in the signature section.

Amount to be charged: \$100.00

Signature of Credit Card holder: _____

Date: _____

Please mail this form along with your application or fax it to:
Las Positas College, International Student Program
Fax: 1-925-424-1877

Note: To protect your security, the ISP Office will shred this document after the payment is received.

Instructions for

Completing the Online Application Step

1: Create an account

Before completing the Las Positas College International student application, you must create a CCCApply account. Please click [here](#) to begin

Application for Admission to College

Before applying to college you must first have an OpenCCC account.

The OpenCCC single sign-in account allows you to access the online services of the California Community Colleges.

OpenCCC is a service of the California Community Colleges Chancellor's Office. The information in your account is kept private and secure.

[Create an Account](#)

or

Sign In

After you click “**Create an Account**”, you will be redirected to a page to enter your email address.

Create Your Account

Enter your email address to begin creating your California Community Colleges student account. You will receive a code via email to verify your identity and keep your account secure.

Email

[Use mobile phone instead](#)

Email My Security Code

[Back to Sign In](#)

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

You will receive a security code in the email address you provide. You will need to enter the code in the next box.

Verify Your Account

A security code has been sent to jipa**@yahoo.com. Please enter the security code to verify your account. If you did not receive the code in your inbox, check your spam or junk folder.

Security Code

Verify Email

Didn't receive an email? [Resend email](#)
[Back to Sign In](#)

After entering your code, you will be brought to the “**Create Profile**” page to enter your contact and personal information.

Create Profile

What

Create a secure California Community Colleges account.

Why

A California Community Colleges account will save your progress for future sessions.

How Long

3 steps

(Estimated 2 minutes remaining)

Step 1 Contact Information

Step 2 Personal Information

Step 3 Credentials

By providing your cell phone number, you consent to receiving periodic messages. Message frequency may vary. Message and data rates may apply. Text "HELP" for help. Text "STOP" to cancel.

PLEASE NOTE: After entering your address, you will be redirected to the ID.me webpage to verify your identity. You can choose to skip this step by clicking the “**Verify Later**” near the bottom.



Verify Your Identity

The California Community Colleges has partnered with ID.me to protect your identity and streamline the admissions process.

Why verify my identity?

Verifying your identity prevents others from using your personal information to apply to college.

Verifying now will also enable your college to move you through the admissions process faster.

What to expect:

- 1 Redirecting you to the ID.me website
- 2 Verifying your identity with primary or secondary documents
- 3 Returning you to your community college application

Verify with ID.me

Verify Later

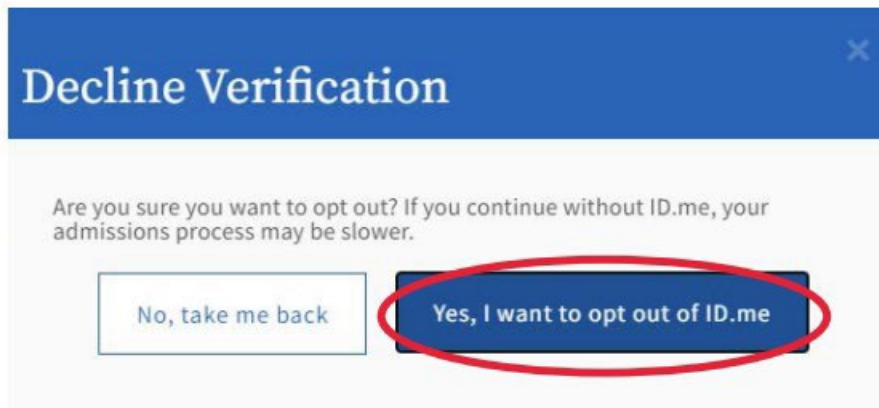
[Learn More](#)



Need Help?

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If you do not receive the follow up email from Las Positas College, then please contact the International Student Program Office at lpcglobal@laspositascollege.edu for assistance. You will need to provide the **Application Confirmation Number**.

After you successfully created an account, you will see this screen. Please click the blue "Continue" tab to complete the Las Positas College application.

Account Created

Your secure OpenCCC account has been created.

Please take a moment to ensure that you remember your username and password.

Your CCCID is: AAG0327

Next Step

Continue to a Secure CCC Application

[Continue](#)

Step 2: Complete the Las Positas College application

This step is where you include your address, educational goals, education history, selected major and other important details about you.

Enrollment Information	
Account	
Contact	
Education	
Visa/Dependents	
Demographic Information	
Consent	
Review Application	
Submit Application	

You can save each page and return to the application if necessary. This application will take about 30 minutes to complete.

Once you successfully complete the Las Positas College application, you will receive a confirmation email within 1 hour.

Don't forget! After you complete the Las Positas College application, your next step is to complete the International Student application and send your required documents to ipcglobal@laspositascollege.edu. Your account username and password will be emailed to you 24 to 48 hours after you submit your online application.



Las Positas College
International Student Program
3000 Campus Drive
Livermore, California 94551 U.S.A.
www.laspositascollege.edu/international