



Book	Siskiyou Joint Community College District Administrative Procedures
Section	Chapter 5: Student Services
Title	International Students
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Status	Active
Legal	USC Section 1101 et seq Title 8 Title 5, Section 54045 CA Education Code 76141, 76142
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Origin	Vice President, Student Services
Office	Student Services

I. International Students

- A. International students may be admitted if they meet the following requirements:
1. Application for admission.
 2. Verification of high school completion or its equivalent. Official transcripts of all secondary schools and colleges must be submitted for this purpose.
 3. Verification of English proficiency with a score of 60 on the TOEFL internet Based Test (iBT) or equivalent based on the English as a Second Language Faculty's review of other existing English proficiency exams. A list of accepted English proficiency exams and scores is posted on the college's website.
 4. Evidence of health insurance policy covering international students in the United States.
 5. Proof of tuberculin testing clearance through test or letter from medical provider.
 6. Proof of Financial Support that covers the cost of tuition and fees, room and board, books, supplies, and miscellaneous expenses for 10 months of study. Additional financial resources are required for each dependent. An official bank letter or statement issued within 3 months of the application deadline is required. Official documents must be translated to English and currency reported in U.S. dollars. The minimum amount of Financial Support required is posted on the

college's website. (Estimated expenses required for Proof of Financial Support do not include travel, health insurance, or personal care expenses.)

7. All information application materials must be on file at least three months prior to the beginning of each term to ensure admission for that term.
 8. If admitted, international students will be issued a Form I-20 Certificate of Eligibility for use in securing a student (F-1) Visa. Admitted students must adhere to all U.S. Immigration and Customs Enforcement (ICE) regulations.
- B. Conditions of Continued Enrollment
1. Students must maintain full-time enrollment during fall and spring terms, enrolling in a minimum of 12 degree-applicable units per term with a minimum of 9 units of classes held in person.
 2. Students must maintain a minimum of a 2.0 GPA each semester and achieve continued progress toward their academic goal/degree.
 3. Students must notify a Student and Exchange Visitor Program's (SEVP) Designated School Official (DSO) of all address and academic major changes.
 4. Students must complete regular check-ins with a DSO as determined by International Student Services.

II. International Student Fee Reduction

To promote the recruitment and retention of diversity, student fee reductions are granted to international students, on an F-1 Visa, who have demonstrated financial need. Students who qualify for the reduction will pay three times the amount of the California (CA) resident tuition/registration fee instead of the out-of-state tuition/registration fee. The total number of reductions may not exceed 10 percent of the international students who are enrolled during the current semester or either of the prior two semesters, whichever is greater. Availability of the fee reduction opportunity shall be included in the international student admission packet.

- A. To apply for the reduction, international students must apply to attend COS and must submit the fee reduction application to the Financial Aid Office along with tax documents translated in English, and currency converted to US dollars.
- B. The Director of Financial Aid will determine if the student meets the California College Promise Grant (CCPG) eligibility criteria, which shall be the standard for financial need.
- C. Applicants will be selected based on highest financial need. Applications for the upcoming academic year will be due annually on September 1 or the business day after, should it fall on a weekend. The fee reduction will be awarded on October 1 of each year. If the maximum number of reductions has been reached or the number of international students enrolled is less than 10, then the applications will be filed and reviewed when the enrollment criteria is met. The Student Services Office will keep a record and current roster of approved reductions.
- D. Reductions will remain in effect for two calendar years, if the student is enrolled in and completes a minimum of 12 units each semester and has a minimum COS GPA of 2.00. After two years, students must reapply if they wish to be considered for additional semesters.

***Approved by Dr. Char Perlas, Superintendent/President, on December 6, 2023.
Reviewed by the Board of Trustees on January 16, 2024.***