

International Student Application 2012-13

Santa Rosa Junior College

Application Procedures and Deadlines

To study in the US, you must be accepted by a US school before applying for the student visa. Once accepted, the school will send you the *SEVIS I-20 form*. Take this form to the US embassy or consulate in your country to apply for the F-1 Student Visa. Santa Rosa Junior College operates on a semester calendar. There are two semesters in an academic year, plus a summer session. We encourage you to apply as soon as the filing period begins. Applications must be completed by the admission deadline to be considered for that semester.

Fall Semester 2012:

Semester Begins August 20, 2012

Students accepted for Fall 2012 must report by July 11, 2012

Application Filing Period begins February 1, 2012

Application Deadline: **June 4, 2012**

US Transfer Student Deadline: June 25, 2012

Spring Semester 2013:

Semester Begins January 14, 2013

Students accepted for Spring 2013 must report by December 3, 2012

Application Filing Period begins August 1, 2012

Application Deadline: **October 12, 2012**

US Transfer Student Deadline: November 5, 2012

Estimated Expenses

Santa Rosa Junior College estimates you will need a minimum of **\$22,000 U.S.** for the first year. However, if you have friends or family in our community who will provide free room & board for you, documentation of only **\$10,000.00** is required.

Estimated Student Expenses per year	
SRJC Tuition Fees: <i>based on 24 units per year @ \$245 per unit</i>	\$5,900.00
Living Expenses: <i>(Room and board)</i>	12,000.00
Books & Supplies	900.00
Miscellaneous costs: <i>transportation, personal expenses, entertainment, clothing</i>	\$2100.00
Medical Insurance	1100.00
Total Expenses:	\$22,000.00

Check List of Required Documents

You must complete all requirements before we can approve your application. This is your checklist to make sure you have submitted all required documents. Keep copies for your records.

1. International Student Application, including Guarantee of Financial Support and SEVIS Information Sheet
2. Tuberculosis Test results, completed by a medical doctor
3. TOEFL iBT test results of 53 or higher, or IELTS band score of 5 or higher.
4. Diploma or Certificate of graduation from Secondary school
5. Santa Rosa Junior College online *Application for Admission* (www.santarosa.edu/apply)
6. Copy of Passport
7. Application Fee of \$25.00 in U.S. dollars. Pay by money order, check or credit card.
8. U.S. Transfer students: submit above documents, **and** unofficial transcripts and class schedule from current university.

Submitting your Application

You can submit your application by mail, by fax, email or in person. Your application documents must be as complete as possible. Incomplete applications may be returned to you for additional information. We will notify you of our decision within 2 weeks after receiving your completed application packet.

Send completed applications to:

Miss Kim Hunt, International Student Advisor, Admissions, & Records Office, Santa Rosa Junior College,
1501 Mendocino Avenue, Santa Rosa, California, 95401, USA.

Phone: 707-524-1751 Fax: 707-527-4791 E-mail: khunt@santarosa.edu.

Admission Procedure:

1. **Guarantee of Financial Support.** You must provide evidence of financial support for the first year of study. Your support can come from family, friends, sponsors or your own personal funds.
2. Submit **Tuberculosis Test results**, completed by a medical Doctor or Health Care Provider.
3. **English Proficiency Requirement.** SRJC courses are taught in English, so proficiency in reading, writing, and speaking English is necessary to be successful. If English is not your first language, you will need to qualify for admission by taking the **TOEFL** or **IELTS** test. Contact TOEFL Services directly at: (609) 771-7100 or <http://www.toefl.org> **A minimum score of 53 on the iBT or 475 on the paper test is required.** Request your score report to be sent directly to SRJC. Use our Institutional Code Number 4692. For IELTS, visit their website at: <http://www.ielts.org> for more details. **A minimum band score of 5 is required.** SRJC also recognizes **STEP EIKEN** test results for students from Japan. **A score of Grade Pre-1 or higher is required.** Visit the STEP EIKEN website at: www.eiken-ryugaku.com.
4. **School Records.** Submit certificate of graduation from secondary school or high school **or** college transcripts. School records do not need to be translated.
5. Complete the online **SRJC Application for Admission**. Visit our website at: www.santarosa.edu/apply to complete the application.
6. Copy of photo page of your passport
7. **Application processing fee of \$25.00 dollars.** This fee is non-refundable and must be in U.S. dollars. Acceptable forms of payment are International money orders, personal checks, and credit cards. Please make payable to SRJC. For credit card payments, please provide your card information on the *SEVIS Student Information Sheet*.
8. **Transfer students:** If you are currently attending another university in the U.S., please submit an unofficial transcript and copy of current class schedule from your school, **in addition to** the other application documents. If you are accepted to SRJC, you must request a transfer of your SEVIS records from your International Student Office.

Important Information:

Acceptance to Santa Rosa Junior College.

If your application is accepted, we will send you the **SEVIS I-20 form**. You must take this form to an American Embassy in your country to apply for the student visa.

Report Date: Students must report to SRJC by the report date to participate in class registration, placement testing and academic counseling. No late arrivals. If you cannot arrive by the report date, you must defer your admission to the next semester.

Housing: You will need to make your own housing arrangements. Visit our web site for more information at:

<http://www.santarosa.edu/app/international-students/housing-information/>

The Student Affairs Office can help students find housing in our area. Visit their Web site at: www.santarosa.edu/och for more information.

Financial Assistance: Scholarships are available to students after completion of the first semester of study. Visit our Web site at: <http://www.santarosa.edu/app/international-students/scholarship-programs/> for more information.

Health Insurance is required. In the U.S., medical care is very expensive, so health insurance is essential. Doctors and hospitals may refuse treatment unless you can show proof of medical insurance coverage. If accepted to SRJC, we will provide more information on purchasing health insurance in the United States.

Attendance Regulations: International students are required to attend school full time and complete a minimum of 12 units each semester.

Employment Regulations: International students are **not** permitted to work off campus. Students are allowed to work **on-campus only** up to 20 hours per week during the school term.

Santa Rosa Junior College Guarantee of Financial Support Required Funding Documentation for F-1 Visas

We are required by law to verify that each student has sufficient funds to cover the period of their stay in the U.S. In most cases, the documentation we require will also be required at the US Embassy or Consulate when applying for the F-1 visa (so keep a copy for that purpose). Please review the list below before submitting your documents:

1. All bank documents must be original. We cannot accept copies or faxes. Bank documents should be sent by mail or express mail.
2. Acceptable forms of funding include personal savings accounts or investment accounts. The sponsor's name must appear on the bank documents.
3. We cannot accept checking accounts or business accounts as proof of funding.
4. Bank documents must be no more than three months old. Both the U.S. government and SRJC require recent documents.
5. Funds may be in US dollars or your country's currency. The documents should clearly show the account balance, type of currency and their US dollar (USD) equivalents.
6. It is OK to have more than one sponsor providing support as long as the total is equal to the amount required. It is usually easier to get an F-1 visa if at least some of the money comes from the home country.
7. Each sponsor must submit a Guarantee of Financial Support. This form can be copied and used for multiple sponsors if needed
8. Sponsors should not promise too much money. You should promise only what you intend to give and should give only as much as you can afford.
9. Students can sponsor themselves either partly or in full. Provide bank documents.
10. We cannot accept bank letters saying that a sponsor has "enough" money to support a student. If the sponsor wishes to keep his bank balance private, the bank can provide official documents saying that the account is "more than" the amount we require.
11. We may request additional information or documents if needed.

Estimated Expenses

Santa Rosa Junior College estimates you will need a minimum of **\$22,000 USD** for the first year. However, if you have friends or family in our community who will provide room & board at no cost for you, documentation of only **\$10,000.00** is required.

Estimated Student Expenses per year	
SRJC Tuition Fees (based on 24 units per year @\$245 per unit)	\$5,900.00
Living Expenses (Room and board)	12,000.00
Books & Supplies	900.00
Miscellaneous costs: <i>Personal expenses, clothing, transportation</i>	\$2,100.00
Health Insurance	1,100.00
Total Expenses:	\$22,000.00

Santa Rosa Junior College Guarantee of Financial Support/Room & Board

The College is required by law to verify that International students have sufficient funding available. It is possible to have more than one sponsor. Each sponsor must complete this form (form may be copied for multiple uses). The minimum amount required is \$22,000 for the first year. Actual expense may be higher. Attach required original financial documents demonstrating sufficient financial support in the amount indicated here. Photocopies of documents should be kept to provide documentation at the US Embassy or Consulate. If room and board is provided to the student at no cost, the minimum amount required is \$10,000. Persons providing room and board must also complete this form.

Applicant's Information	Applicants Name:	
	Applicant's Country:	
	Email:	
<input type="checkbox"/> I am sponsoring myself. I am providing my own bank documentation <input type="checkbox"/> My sponsor will provide funding. See below		
Sponsor's Information I will provide:	Name:	
<input type="checkbox"/> Financial Support <input type="checkbox"/> Room & Board	Address:	
	Relationship to Applicant:	
	Email / Phone Number:	
Financial Support Information: Indicate here how much and for how long funds will be provided to support the applicant named above. Attach original documentation from your bank. See reverse for acceptable forms of bank documentation. Please note the following:		
<ol style="list-style-type: none"> 1. Bank documents must be dated within the last 3 months. 2. Bank documents must clearly indicate the type of currency. 3. The sponsor's name must appear on the bank documents and must match the name on this form. 		
\$ Amount Per Year	Number of Years	Source of Funds (please describe)
Sponsor's Statement of Guaranteed Funding : I certify that funding in the amount indicated here will be available to support the applicant named above during his/her program at Santa Rosa Junior College, USA. I am providing original bank documents to verify funding.		
Signature of Sponsor _____ Date _____		
Room & Board Guarantee: I certify that I will provide room and board at no cost to the applicant named above during his/her program at Santa Rosa Junior College, USA.		
Signature _____ Date _____		

SEVIS Student Information Sheet

Surname (in passport): _____ Country of Citizenship: _____

Given Name (in passport): _____ Country of Birth: _____

Date of Birth: _____ Native Language: _____

When do you plan to begin your studies?

_____ **Fall 2012 Semester** (*begins August 2012*)

_____ **Spring 2013 Semester** (*begins January 2013*)

Report date is July 11, 2012

Report date is December 3, 2012

Your Family Address in your country:

Street address

City

Province

Country

Postal Code

Present Address: *We may have questions about your application. Please provide a postal and email address so we can contact you.*

Email:

Phone Number:

Transfer Students

What is your current visa type? _____ Date Entered U.S.: _____

What U.S. school are you now attending? _____

Do you plan to travel outside the U.S. before attending SRJC? _____

Education Information:

Please tell us what subject you plan to study at our school (Major/Degree Program): _____

(Visit our website at: www.santarosa.edu/majors to see the complete list of degree programs we offer)

Please list the schools (high school, college and/or university) you have attended most recently:

Name of School	Location (City and Country)	Dates of Attendance	Degree(s) Awarded

Have you taken the TOEFL or IELTS test? **No** **Yes** Score _____ Date: _____

These tests are required for admission. If you have not taken the test, you will need to make arrangements to do so. We do NOT accept the Institutional TOEFL.

Application Fee:

To pay the application fee by credit card, please provide the following information:

Name of Cardholder:	Mastercard or VISA?
Credit Card Number:	Card Expiration Date:
3 Digit Security Code:	Billing address zip code of Cardholder: