**REQUIREMENTS FOR ADMISSIONS ARE AS FOLLOWS:**

1. Must be 18 years old at the time of enrollment at SMC.
2. Complete the attached “International Student Application.”
3. English Proficiency Requirement: There is no English Proficiency Requirement if you are applying to the Intensive English Program (IEP). For options to show applicant has met English Proficiency requirement for admission to the academic program, please see SMC Proof of English Proficiency insert.
4. Submit official transcripts, certificates, and diplomas from secondary schooling and from any colleges/universities attended. If the original language is not English, a certified English translation must accompany all transcripts, certificates, and diplomas. To be considered “official,” high school, college and university transcripts must be mailed directly from the awarding institution to International Education Center – Santa Monica College. **PHOTOCOPIES, FAXES, SCANNED COPIES WILL NOT BE ACCEPTED.**
5. Complete and submit the I-134 Affidavit of support required if sponsored by U.S. Citizen or permanent resident. Information can be found in the “International Student Financial Statement” section. In addition, the applicant and/or sponsor(s) must submit a current original bank statement (dated within 6 months) showing a minimum amount to meet SMC’s estimated tuition and living expenses. Additional financial documentation may be required. See SMC Tuition and Fees insert for minimum amount required and sample bank statement letter.
6. Submit a copy of your passport information page(s) and expiration page. In addition, if you are in the U.S., please submit a copy of your visa page and your I-94 (both sides).
7. Write a personal essay (approximately one to two pages) that describes your reason for applying to Santa Monica College. Please include details about your educational background and your educational goals after completing your studies at Santa Monica College.
8. Submit the nonrefundable application fee of $75.00. Please make check or money order payable to Santa Monica College.

**ADDITIONAL ADMISSION REQUIREMENTS FOR TRANSFER STUDENTS:**

If you are currently attending another college, university or other educational institution in the United States, you must also submit the following:

1. Status Verification Request
2. Official transcripts from all colleges and/or universities you have attended in United States. Transcripts must be sent from the awarding institution directly to Santa Monica College. You must have a minimum grade point average of 2.0.

**Applications that are not complete (including all required supporting documents) by the application deadline will be deferred to the next available semester or session.**

We will notify you of the status of your application within three weeks. If you have any questions, call the International Education Center (310) 434-4217 or email Intled@smc.edu.

**APPLICATION DEADLINES:**

**Out-Of-Country Deadlines:** (Students without a valid F-1 Visa)
- Summer Session – April 15
- Fall Semester – June 15
- Winter Session – October 15
- Spring Semester – November 15

**In-Country/Transfer:** (Students with a valid F-1 Visa)
- Summer Session – May 15
- Fall Semester – July 15
- Winter Session – November 15
- Spring Semester – January 5
ARRIVAL IN THE UNITED STATES: Once a student has been accepted and obtained an F-1 visa, the student may enter the United States no more than 30 days prior to date indicated on the SMC I-20. The student should arrive, according to their I-20 Start date. Late arrival will result in limited class selection or deferral to the next session or semester start date.

INFORMATION SEMINAR: All students are required to attend an information seminar prior to enrolling in classes. Students will take Math and English placement tests following the seminar which will allow them to register for courses. There is a $85 fee for the seminar. More detailed information will be mailed upon acceptance to Santa Monica College.

ENGLISH COURSES: All students who are attending college in the United States for the first time are required to enroll in an English course according to their English placement level. Some students may be required to enroll in a full-time English course for one or more semesters.

COUNSELING 11 COURSE: All students who are attending college in the United States for the first time are required to enroll in a one unit transferable course entitled Counseling 11 – “Orientation to Higher Education.”

F-1 STATUS REQUIREMENT: To maintain F-1 status, students are required to enroll in and complete a minimum of 12 units each semester. Winter and Summer sessions are optional attendance for continuing students.

TUITION AND FEES: The Enrollment Fee and the Student Services Fees (Health Insurance, Association and SMC Identification) are due the same day you enroll in classes. The non-resident tuition is payable within 10 semester days after your enrollment date or the first day of classes, whichever comes first. Fees and tuition are payable by credit card, cash, money order, cashier’s check, or a California bank check only. There is no payment plan available. Tuition and Fees deadline are as stated above. No exceptions will be granted. Tuition and fee payments made after these dates will be assessed a 5% late fee. Please see the attached “Tuition and Fees” for details. AN F-1 VISA IS A NON-IMMIGRANT VISA AND DOES NOT ESTABLISH RESIDENCY.

HEALTH INSURANCE: All students who have been issued an I-20 by Santa Monica College will be required to purchase the health insurance policy endorsed by the college. The cost of the insurance policy will be added to your campus fee bill and will be paid at the Bursar’s Office at the time you enroll in classes. THERE ARE NO EXCEPTIONS TO THIS POLICY.

IMPORTANT HEALTH INFORMATION: We encourage immunizations for Tetanus, Measles, Rubella. We recommend obtaining a Tuberculosis Clearance. We strongly recommend that all students complete these immunizations before entering the United States.

INTENSIVE ENGLISH PROGRAM: Students accepted to Santa Monica College through the Intensive English Program must begin their studies in the Intensive English Program.

PRE-ENROLLMENT IN SMC COURSES: If admitted to the SMC Academic Program, pre-enroll for six units (semester) prior to arrival on-campus. Instructions on pre-enrollment will be provided following admission. Please note there are limited class offerings available for pre-enrollment.

“I verify that to the best of my knowledge all the statements on this form are true. I have read and agree to the published International Student Admissions Policies.”

______________________________  ____________________________
Student’s Name  (PLEASE PRINT Family Name, First Name, Middle Name)  Date (Month, Day, Year)

______________________________
Student’s Signature

My signature above authorizes SMC (Santa Monica College) to release academic records and immigration status information to my sponsor, educational agency, and/or parents.

☐ I decline to authorize release of any information.

Revised 3/3/11
(DATE)

Santa Monica College
International Education Center
1900 Pico Boulevard
Santa Monica, CA 90405, U.S.A.

Re: (STUDENT’S NAME), (PASSPORT NUMBER)

Dear Sir/Madam:

I certify that (NAME OF SPONSOR) has the minimum equivalent of $_________ USD on deposit with our institution.

(SPONSOR’S NAME) has had accounts with our bank since (DATE) and has maintained their accounts in good standing. This account currently has a minimum balance equivalent $_________ USD in:

☐ Checking
☐ Saving
☐ Certificate of Deposit

(SPONSOR’S NAME) will be providing tuition and living expenses for (STUDENT’S NAME) while his/her (RELATIONSHIP) is attending SANTA MONICA COLLEGE, in the amount of $_________ USD annually.

Sincerely yours,

OFFICIAL BANK SIGNATURE

NAME AND TITLE

OFFICIAL SEAL of BANK
Applicant’s Name _________________________________________________________________________________________________

Family Name                                                       First Name                                                        Middle Name

Birth Date  _______ /_______ /_______

Month             Day              Year

I am applying for:      _______Summer       _______Fall       _______Winter       _______Spring                           Year ________________

Signature of Applicant _______________________________________________________  Date ________________________________  (Month, Day, Year)

PERSONAL* OR FAMILY SPONSOR INFORMATION:

Name of Applicant’s Sponsor ________________________________________________________________________________________

Family Name                                                       First Name                                                        Middle Name

Santa Monica College requires F-1 visa students to show a minimum support as required by SMC (please review SMC Tuition and Fees). By signing this affidavit of support, I will be financially responsible for the applicant indicated above for tuition, fees, living expenses and other relevant expenses in the amount of $ _____________ USD per year.

Signature of Sponsor ________________________________________________________  Date ________________________________  (Month, Day, Year)

Relationship to Applicant ____________________________

IMPORTANT:

Sponsors who are U.S. citizens or permanent residents must also complete an affidavit of support, Form I-134. The form is available in the International Education Center or at www.uscis.gov under “Immigration Forms” (http://www.uscis.gov/files/form/i-134.pdf). Applicants with several sponsors must have each sponsor complete the International Student Financial Statement and affidavit of support if applicable.

*PERSONAL FUNDS: If you are funding your education using your own resources, please have your bank provide verification of your personal account.

A sample of this bank letter verification is provided on the reverse side of this page.