

**International Student Admissions and Services (ISAS)**

Web Site: <http://www.dvc.edu/international>

E-mail: [isas@dvc.edu](mailto:isas@dvc.edu)

Phone: 925-685-1230 ext. 2077 FAX: 925-691-9503

**INTERNATIONAL STUDENT ADMISSIONS APPLICATION**

Diablo Valley College in Pleasant Hill, California is part of The Contra Costa Community College District which is comprised of three, 2-year public community colleges in the San Francisco Bay Area. The sister colleges are Contra Costa College in the city of San Pablo and Los Medanos College in Pittsburg. Diablo Valley College offers associate degrees, certificates, transfer and vocational programs. The college consistently rates as a top feeder school to the University of California and California State University System. For the past several years Diablo Valley College has sent more students to UC Berkeley than any other California Community College.

**\* Admission Deadlines:**

Fall Semester                      June 1 for all applicants. Program start date is August.

Spring Semester                    November 1 for all applicants. Program start date is January.

Bridge programs                  Spring Bridge program: Feb. 23  
   Summer Bridge program: April 27  
   Fall Bridge program: Sept. 13

For more information on Bridge program, please visit our website:  
[www.iec-dvc.org/bridge-programs/](http://www.iec-dvc.org/bridge-programs/)

**\* ALL APPLICATIONS MUST BE RECEIVED AND COMPLETED BY THESE DEADLINES**

Please read the instructions for admission carefully and complete all the necessary documents. Last page of this application you will find a checklist included to help you complete this application. Please be sure to sign your name in all of the required places. Your application will be considered complete only when we have received official documents. Completed application and all requirements may be sent by postal mail or by email.

**Send Fall and Spring semester completed application materials by mail to the following address:**

International Students Admissions and Services (ISAS)  
Diablo Valley College  
321 Golf Club Road  
Pleasant Hill, CA 94523  
USA

OR, send clear scanned application and all requirements by email to: [intlapp@dvc.edu](mailto:intlapp@dvc.edu)  
(Make sure your email subject contains student's complete name and date of birth).

**Send Bridge program (spring, summer, fall) completed application materials by mail to the following address:**

International Education Center (IEC)  
246 Golf Club Rd.  
Pleasant Hill, CA 94523  
USA

## **ADMISSION REQUIREMENTS**

**English Language Ability:** Students must have a certain level of English proficiency to succeed at DVC. This requirement can be fulfilled by submitting a TOEFL result with a minimum score of 61 on the Internet Based Test (iBT) or 500 on the institutional/paper test (PBT) (accepted from US institutions ONLY). A 5.5 bandwidth score on the IELTS or the ITEP with a score of 4 are also accepted. DVC school code for TOEFL test results is 4295. Students from countries where English is used as the medium of instruction do not have to submit proof of English proficiency.

Bridge program English requirements are: TOEFL minimum score of 57 on the iBT or 490 institutional/paper test (PBT) (accepted from US institutions ONLY), 5.5 bandwidth score on the IELTS or 4 on the ITEP or IEC Advanced B certificate.

If you do not have the required English proficiency, you may attend the intensive English program offered through the International Education Center at Diablo Valley College (IEC) before attending DVC. The contact information for IEC is the following:

International Education Center (IEC)  
246 Golf Club Rd.  
Pleasant Hill, CA 94523

Web site: [www.iec-dvc.org](http://www.iec-dvc.org) E-mail: [iec@dvc.edu](mailto:iec@dvc.edu)  
Phone: 925-676-4600

**Fees:** Tuition and enrollment fees can be paid at the time of course registration and throughout the semester. Tuition is subject to change. Please refer to the International Student Financial Certification page 5 for complete estimated costs per academic year. Students applying for the Bridge program should contact the International Education Center (IEC) for Bridge course cost.

**Health Insurance: THIS MANDATORY MEDICAL INSURANCE FEE IS PART OF YOUR REGISTRATION COST AND MUST BE PAID NO LATER THAN 15 DAYS AFTER THE START OF THE SEMESTER.** The insurance coverage begins August 10 for the fall semester and January 10 for the spring semester. Continuing students who pay on time for the insurance will have continuous coverage. Further information about this insurance will be provided at the mandatory F1 Check-In Session for international students. ALL DVC F1 INTERNATIONAL STUDENTS MUST PAY THE REQUIRED MANDATORY MEDICAL INSURANCE FEE. The insurance requirement will not be waived for any students.

**Health Certification:** Although DVC does not require proof of immunizations, it is strongly recommended that all students planning on coming to the U.S. to study receive all necessary vaccinations and are free of tuberculosis. Students should ensure that they are healthy when they come to study in the United States. Many universities require proof of immunization before the student is admitted.

**Transcripts:** To be admitted, students must have graduated from high school (or have attained a high school graduation equivalency) or be at least 18 years of age by the beginning of the entering semester. Official transcripts from high school showing graduation are REQUIRED from applicants who are not 18 years of age at the beginning of the semester. Submission of high school and college transcript is highly recommended for ALL students for possible academic requirement completion.

**Housing:** The College does not have dormitory facilities instead we have four housing options: 1) Guaranteed (pre-arrival) Homestay information is at: [www.diablovalleyhomestay.com/services.html](http://www.diablovalleyhomestay.com/services.html) 2) Guaranteed (pre-arrival) Furnished apartment: [www.rexidence.com](http://www.rexidence.com) 3) non-guaranteed (post-arrival) rooms for rent with meals not included are available through our coordinator in the ISAS office and 4) general information on local apartments is available on our website. Please visit ISAS housing website for additional information: [www.dvc.edu/international/resources/housing.htm](http://www.dvc.edu/international/resources/housing.htm) Housing information is mailed to the student in the acceptance packet.

**Advising:** Upon acceptance information for beginning studies will be provided. This will include information about the new student mandatory online orientation (which must be completed before the beginning of your first semester of study) and MANDATORY F1 Check-In sessions. This important information will be provided to the student via e-mail.

**Notification of Acceptance:** Acceptance packets will be issued on a rolling basis beginning in April for fall semester and in September for spring semester applicants. Acceptance letter and admit packet will not be issued until the application for admission is complete. Please complete the Application Checklist indicating all completed documents sent and the date when incomplete or missing information will be provided.

**Diablo Valley College**  
**International Student Admissions and Services (ISAS)**  
**INTERNATIONAL STUDENT APPLICATION**

Please choose program start date:

- Fall Semester 20 \_\_\_\_     
  Spring Semester 20 \_\_\_\_     
  \*\*\* Spring Bridge program 20 \_\_\_\_  
 \*\*\* Summer Bridge program 20 \_\_\_\_  
 \*\*\* Fall Bridge program 20 \_\_\_\_  
 \*\*\* (Please send Bridge program application to: **IEC**)

**NAME** \_\_\_\_\_  
(As it appears on passport)      Last (family name)      first      middle

**DATE OF BIRTH** \_\_\_\_/\_\_\_\_/\_\_\_\_      **SEX**    Male    Female  
Month      Day      Year

Have you attended/applied to DVC before?    YES    NO      If **YES** what is your DVC student ID? \_\_\_\_\_

**HOME COUNTRY ADDRESS: (REQUIRED, please print clearly)**

\_\_\_\_\_  
 \_\_\_\_\_

City: \_\_\_\_\_      State/Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_      Country: \_\_\_\_\_

**MAILING ADDRESS FOR DVC I-20:** (Correct mailing address is required, please print clearly)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

City: \_\_\_\_\_      State/Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_      Country: \_\_\_\_\_

**COUNTRY OF BIRTH:** \_\_\_\_\_      **COUNTRY OF CITIZENSHIP:** \_\_\_\_\_

**HOME COUNTRY PHONE**  \_\_\_\_\_ (required for express mail delivery)

**U.S. ADDRESS (if known)** \_\_\_\_\_  
NUMBER      STREET      CITY      STATE      ZIP

**U.S. PHONE**  \_\_\_\_\_

 **STUDENT'S EMAIL (REQUIRED)** \_\_\_\_\_

*We will let you know by email the status of your application. PLEASE PRINT CLEARLY.*

**Agent's name and email** \_\_\_\_\_

**MAJOR FIELD OF STUDY: (REQUIRED)** \_\_\_\_\_

**COURSE OBJECTIVE:**  
**(REQUIRED)**

- Transfer to 4-year university or college with Associate Degree
- Transfer to 4-year university or college without Associate Degree
- Complete Associate Degree only
- Complete Certificate of Achievement

ARE YOU CURRENTLY STUDYING IN THE UNITED STATES?  YES  NO

ENGLISH PROFICIENCY: Have you taken the TOEFL, IELTS or ITEP?  YES  NO

If YES, when (month/year)? \_\_\_\_\_ what is your score? \_\_\_\_\_

(Note: You are required to provide English proficiency test score report to complete your application by the application deadline)

Do you plan on attending the intensive English program at IEC?  YES  NO

Have you submitted an application to IEC? (See page 2 for IEC information)  YES  NO

**EDUCATIONAL BACKGROUND: (REQUIRED)** List the high school, college/university or language school you have attended. List most recent first.

School/College Attended	City/Country	Month / Year (from- to)	Diploma/Degree

**CERTIFICATION: "I certify that all statements on this form are true and complete to my best knowledge."**

Applicant's Signature \_\_\_\_\_

DATE \_\_\_\_\_

**IMPORTANT INFORMATION**

You must read and sign this section  
F1 Student Conditions Agreement

As an F-1 visa student at DVC, I understand that I must fulfill the following conditions:

1. Upon arrival, attend mandatory F1 check-in session scheduled for international students.
2. Be enrolled in a minimum of 12 units and complete a minimum of 12 units each semester with a cumulative grade point average of 2.0 or better. If my I-20 is issued for summer as my first term, I will enroll in and complete a minimum of 4 units that term.
3. Have sufficient scholastic preparation and English proficiency to successfully participate in all coursework.
4. Pay international tuition and enrollment fees at the current rates each semester and a one-time **US\$50** application processing fee.
5. Have sufficient funds to cover personal expenses and living arrangements.
6. Update my address with ISAS anytime I move.
7. Pay for health insurance within 15 days of semester start.
8. Be responsible for knowing and abiding by all other policies and regulations governing Contra Costa Community College District students at the college.

I have read each item on this form and understand my responsibilities.

\_\_\_\_\_  
Applicant's Signature **(REQUIRED)**

\_\_\_\_\_  
Date

## Diablo Valley College International Student Financial Certification

The Department of Homeland Security requires you to certify that you will have available the sum necessary for your own expenses at DVC, exclusive of travel expenses. Students who plan to stay in the United States through the summer will need additional funds for the three-month period. The bank statement must show an ACTUAL amount of funds not just a statement that money is available. DVC will not return the bank statement sent with DVC application. Please indicate student's name when submitting bank statements especially when statement is in someone else's name.

In computing your expenses, you should keep in mind that international students (F-1 status/visa) are not allowed to work except in special circumstances, which must be authorized by the U.S. Immigration Service.

### Certification by Student

I, \_\_\_\_\_, certify that the total amount of money that I have available  
(Please print student's name)  
(Exclusive of travel expenses) for each year of study at Diablo Valley College is US \$ \_\_\_\_\_.  
I plan to obtain money to pay expenses while studying in the United States from the following source(s):

- |   |   |
|---|---|
| <input type="checkbox"/> Personal Savings<br><input type="checkbox"/> Parents (name) _____<br><input type="checkbox"/> U. S. Sponsor (name) _____ | <input type="checkbox"/> Scholarship (describe source) _____<br><input type="checkbox"/> Other (please explain) _____ |
|---|---|

Self-supporting Students	Supported Students
If the applicant is responsible for his or her own financial obligation, please sign below. In addition, you must provide an original certified bank statement of <u>actual</u> available funds. Your application will not be complete until you provide the bank certification.	If your parent or sponsor is responsible for all or part of the financial obligation, please fill in the information below with the sponsor's signature. Include sponsor's original bank certification showing at least the minimum required in USD or equivalent (see page 2).
	Sponsor's name:
	Relationship to student:
	Sponsor's address:
Your signature _____ Date _____	Sponsor's signature _____ Date _____

Financial Requirements. The estimated costs for the 2014-2015 academic year are as follows:	
\$6,116	Tuition and enrollment fees based on 12 units, minimum required for F1 visa students
\$9,080	Food and housing (based on home stay)
\$1,750	Books and other educational expenses
\$1,280	Transportation
\$3,000	Miscellaneous and Personal
\$924	Current mandatory insurance fee (subject to change)
<b>\$22,150</b>	<b>Total estimated cost for academic year</b>

**BRIDGE PROGRAM APPLICANTS ONLY –**

Please send entire completed application to: IEC  
 246 Golf Club Rd.  
 Pleasant Hill, CA 94523

Applicant's name: _____ Home country address: _____ _____ City: _____ State/Province: _____ Postal code: _____ Country: _____ Phone: _____ Applicant's email address: _____ _____ Please send I-20 & acceptance package to: <input type="checkbox"/> Applicant <input type="checkbox"/> Counseling agency <input type="checkbox"/> Pick up from IEC	Counseling agency information: (if applicable) Agency: _____ Agent's name: _____ Address: _____ _____ City: _____ State/Province: _____ Postal code: _____ Country: _____ Phone: _____ Counseling agent's email address: _____ _____
--	---

Transfer applicants: Please complete the following and provide copies of your I-20, I-94, Visa and passport.

Name of current or previous school: \_\_\_\_\_

Name of advisor: \_\_\_\_\_      Advisor's email: \_\_\_\_\_

SEVIS #: \_\_\_\_\_      Last date of attendance: \_\_\_\_\_

Will you leave the USA before transferring to our program?     Yes    No

I learned about the bridge program through:

- IEC@DVC website   
  Counseling agency   
  Fair or seminar   
  Advertisement   
  Friend or relative

Other: \_\_\_\_\_

**Housing** (choose one option from below):

- I plan to arrange housing with Diablo Valley Homestay. Please find more information at: [www.diablovalleyhomestay.com](http://www.diablovalleyhomestay.com)  
 I plan to arrange furnished apartment living with Rexitence Residential Services. More information: [www.rexidence.com](http://www.rexidence.com)  
 I will arrange my own housing.

**Payment Information:** Please refer to **CHECKLIST on page 7** for non-refundable US\$50 DVC application fee (payable to DVC) and US\$400 Bridge program placement fee (payable to IEC) requirements.

**DIABLO VALLEY COLLEGE  
INTERNATIONAL STUDENT ADMISSIONS APPLICATION  
CHECKLIST**

Please use this **checklist** to make sure that you have completed all forms and information required in order to process your application. Please check all of the completed materials that you are including in your application. If any information is not included or incomplete, please indicate when you will provide it. Only complete applications will be considered. Letters of acceptance will be sent after the complete admissions application is received and evaluated. If you have any questions concerning this application or other information, please contact ISAS at the address and numbers listed on the front of this application.

Student's name:	Date of birth: ____/____/____ Month Day Year
Counselor or agency:	
<input type="checkbox"/> US\$50 non-refundable application fee (Check or money order made out to: <b>DVC</b> )	Must be included with application.
<input type="checkbox"/> I wish for DVC I-20 to be mailed by <b>express mail</b> . A US\$50 non-refundable express mail fee will be charged to credit card provided in this application, unless check or money order payment is attached. (optional) <input type="checkbox"/> I wish for DVC I-20 to be mailed by <b>regular US mail</b> . (no charge)	
<p>To pay non-refundable US\$50 DVC application fee, US\$50 DVC I-20 express mail, or US\$400 bridge placement fee by credit card, fill out credit card information here. IEC will charge US\$50 express mail fee to students applying for Bridge program. Please write VERY clearly and sign at bottom of page.</p> <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA card    Credit card number: ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____ Expiration date: ____/____    Name on card: _____ Month Year    (Please print)	
<b>ONLY</b> for Bridge program applicants: <input type="checkbox"/> Completed Bridge program additional page. <input type="checkbox"/> Authorize IEC to charge US\$400 non-refundable placement fee and/or US\$50 express mail to credit card. (If paying by check or money order, made out to: <b>IEC</b> )	Bridge program placement fee is payable to <b>IEC</b> and must be included with application. More information on website, please see page 2.
<input type="checkbox"/> Completed DVC Application form	
<input type="checkbox"/> Student's personal email address is <b>required</b> :	
<input type="checkbox"/> TOEFL or IELTS score report (or proof of English proficiency, see page 2)	DVC school code for ETS (TOEFL) is 4295. If test is not included, please indicate approximate date to be sent to DVC:
<input type="checkbox"/> Signed Student Conditions Agreement (page 4)	
<input type="checkbox"/> Official transcripts (page 4) Required for all students under age 18.	
<input type="checkbox"/> Financial Certification/bank statement. (page 5)	
<input type="checkbox"/> Photocopy of passport ID page	
Underage students (under 18 years old) MUST submit:	
<input type="checkbox"/> Authorization for Minor <input type="checkbox"/> Student Consent for Release of Information	
<input type="checkbox"/> In case of an emergency, parent or guardian contact name: _____ contact phone number: _____ email address: _____	
Transfer students <u>only</u> , please:	
<input type="checkbox"/> Include copy of SEVIS I-20 form from current U.S. school <input type="checkbox"/> Photocopy of VISA	