

● **I. Instructions for Applicants Overseas & Currently in the U.S.**

The following forms & documents are required to complete your file for Admission and the necessary Immigration Form. It is important that you follow this “Checklist” to complete your student application for timely processing.

- International Student Application Form. Complete in full; then sign & date.
Please note that an online application is required for a student ID. We highly recommend submission of the online application in place of the paper application. If you submit the paper application, you will be asked to submit the online application as well.
- Required Application Fee **\$60.00 USD**; non-refundable. Payable to: “Glendale Community College”—bank check, money order or credit card (see Auth. Form).
- Official transcripts/grade report (from High School/Secondary School, or College/ University attended AND Diploma received). If original documents are NOT in English, a certified English translation is required.
- Proof of English proficiency. TOEFL iBT (min. 45), IELTS Academic (min. 4.5), or Duolingo English Test (min. 75). Not required if English is first language and/or language of instruction throughout High School. [**Credit ESL/English” Admission is available without English exams. Check box on Application Form.**]
- “Affidavit of Support Form” or sponsorship letter AND official Bank Statement (min. of **\$23,877 USD** for all costs Academic Year; see “Tuition/Fee Schedule”).
- Personal statement/essay outlining academic and career goals (one page).
- Copy of passport name page.

● **II. Applicants Currently in the U.S. (on F-1 Student Visa):**

In addition to the above items listed in “Section I,” the following documents are needed for students currently in the U.S. before registering for classes at GCC.

- “TRANSFER ELIGIBILITY FORM” (to “release” SEVIS Form I-20 to GCC).
- Copy of Passport & Visa pages. Plus, current Form I-20 & I-94 Arrival Card.

● **III. Academic Calendar & Recommended “Deadlines”**

Glendale Community College offers year-round instruction and a flexible enrollment schedule for International students. Please Note: current overseas applicants are strongly advised to apply for the FALL or SPRING Semesters—as the short-term “Sessions” offer very limited class scheduling for new students.

- FALL SEMESTER = 16 weeks; begins end of August.
- SPRING SEMESTER = 16 weeks; begins mid-February
- Transfer students admitted to the Fall/Spring may take classes during the winter/summer intersessions

****Overseas Application Deadlines:**

FALL SEMESTER: July 10
 SPRING SEMESTER: December 10
 SUMMER SESSION: May 1

U.S.-based Application Deadlines:

FALL SEMESTER: August 1*
 *May 15, if you wish to enroll in summer session
 SPRING SEMESTER: January 10**
 **Dec 1, if you wish to enroll in winter session

(Deadlines may be flexible. Please contact International Student Office for details.)

Finally Note: All submitted documentation becomes the property of GCC International Student Office and cannot be returned.

CREDIT CARD AUTHORIZATION FORM

\$60 Application Fee Payment by Credit or Debit Card

The \$60.00 non-refundable Application Processing Fee is required as part of your International Student Application Form to Glendale Community College.
Please Print or Type in completely.

Student Name _____
Family/Last/Surname Given/First

Semester Applying For: Fall Spring Summer **Year:** _____

Credit Card Type: Visa MasterCard Discover

Name on Credit Card _____

Credit Card Number _____

Exp. Date ____/____/____ **3-Digit Security Code** _____
month/year



Card Billing Address _____
Number Street Name Apt./Unit #

City Province Country Postal Code

I authorize \$60 USD to be charged to my credit/debit card to pay the above student's application fee.

Please Print Full Name of Person Signing _____

Signature _____ **Date** _____

International Student Office
Glendale Community College (CA)
 1500 North Verdugo Road
 Glendale, CA 91208-2894 USA
E-mail: gcciso@glendale.edu

How did you find out about Glendale Community College? (Please check the following):

1. Family Member/Friend _____
2. Overseas Agency/Education Company (please list) _____
3. U.S. Language School (please list) _____
4. Web site (please list) _____
5. Other source or publication (please list) _____

● **EDUCATIONAL BACKGROUND INFORMATION:**

List every high school, language program or college/university you have attended or are currently attending.
List High School first. **Please Do Not leave this section "incomplete."**

School, College or University	Country	Dates attended	Diploma/Degree

IMPORTANT: Arrange for all institutions listed above to send "official" transcripts (originals or certified copies) to the "International Student Office" at Glendale Community College. No formal action can be taken on an application until all necessary transcripts have been received.

● **CERTIFICATION & SIGNATURE:**

I hereby certify that the information set forth in this application is true to the best of my knowledge. If accepted to Glendale Community College, I hereby agree to abide by all the rules and regulations set forth by the College.

Student Signature _____ Date _____

● **RELEASE OF INFORMATION (Optional):**

I hereby give permission to Glendale Community College to release information concerning my student status to the following person(s):

Family: _____ Education Agency: _____

Sponsor: _____

Student Signature _____ Date _____

Please return all application materials together with your processing fee of \$60 to:

GLENDALE COMMUNITY COLLEGE
International Student Admissions
1500 North Verdugo Road
Glendale, California 91208-2894
U.S.A.



AFFIDAVIT OF SUPPORT FORM (Sponsorship Documentation)

Tuition/Fee Expenses: Nonresident Tuition will be charged to International Students at the rate shown on the enclosed “Tuition/Fee Schedule.” It is payable at registration; there is no advanced deposit. International students must also pay the “Enrollment Fee” as listed on the Tuition/Fee Schedule. Total (nonresident) tuition costs for the Fall and Spring Semesters combined is \$6,240 USD for *Academic Year 2022-23*. Additional required fees for two semesters = \$2,181. **Total Tuition/Fees = \$8,421 USD.** [costs are subject to periodic change.]

Off-Campus Living Expenses: Off-campus living expenses in the Glendale area will vary according to the requirements of the student’s lifestyle. As outlined on the Fee Schedule, students should be prepared to spend approximately \$13,000 during a 10-month period (academic year) for shared living expenses. “Homestay” – host family placements are also available.

Total Available Funds Required: Students living independently while attending the College must show **\$23,877 USD** in available funds for the first academic year (10 months)—to include full-time tuition, fees, and estimated living expenses. This financial documentation is required for formal admission and the necessary immigration form. [Refer to “Tuition/Fee Schedule” for exact breakdowns and details.]

NOTE: Students whose room and board living expenses will be provided by a local sponsor or local family member in Southern California, must show at least **\$11,000 USD** in available funds for the first academic year.

If you are bringing spouse with you, an additional **\$8,000** needs to be documented; **\$4,000** for each dependent child. **Please provide passport copies for each dependent/family member accompanying you.**

SOURCE OF FUNDING

Student/Applicant Information (please type-in or print clearly):

Last/Family Name: _____ First/Given Names: _____

Date of Birth (MM/DD/YYYY): _____ City of Birth: _____

Applicant’s Personal Funds (if self-funded) = USD\$ _____
(if self-funded, include certified copy of bank statement in your name)

Family/Sponsor’s Funds = USD\$ _____

“I certify funds in the amount listed above will be available to this student as part of their study program at Glendale Community College”

Print Full Name: _____ Relationship to the Student: _____

Signature of Sponsor: _____ Date: _____

Note: include a bank statement (dated within past six months) in the sponsor’s name with this Support Form. Minimum amount required for All Costs for the Academic Year (10 months, plus living expenses) = **\$23,877 USD.**

Finally Note: having a U.S.-based family sponsor will likely impact your ability to get approved for the student visa at the U.S. Embassy.

OFFICIAL BANK CERTIFICATION

To the applicant, parent or sponsor: Present this to your bank.

TO BE COMPLETED BY BANK OR RELATED FINANCIAL INSTITUTION

We hereby certify the following information regarding the account held by

Date account opened _____

Type of Account (ex. – Checking, Savings, C.D., other; please list): _____

Present balance U.S. \$ _____

● **Required:**

Name of Bank or Financial Institution

Official's signature / Seal or Stamp Authorization

Title

Address

Date



APPLICANT'S PERSONAL STATEMENT

Last/Family Name: _____ First Name: _____

Date of Birth (MM/DD/YY): _____

Please provide a statement of your educational plans and career goals as part of a short essay (1 page maximum). This page is required if you did not provide your personal statement during the time of your application. **If you submitted a statement with your online application, this page is not necessary.**



TRANSFER ELIGIBILITY FORM

(For Applicants Transferring from other U.S. Schools, Colleges & Universities)

- PART I: To the Student Applicant:** Complete the information below, then present this "Transfer Form" to the International Student Advisor at the institution you are currently attending.

Applicant's Name _____ Date of Birth: _____
Last Name First Name Middle

Country of Birth _____ City of Birth _____ Citizen of _____

SEVIS ID# _____

Semester or session you plan to enter Glendale Community College _____

***I hereby authorize the information requested below to be forwarded by _____ to Glendale Community College (California). Name of current/previous school*

Student's Signature _____ Date _____

- PART II: To the International Student Advisor:** The student named above has applied for admission to Glendale Community College (California). Please certify the student's eligibility for transfer by providing the information requested below.

• This student is/was enrolled full time at _____
(if not, explain in "Comments") Institution Name

• Dates of enrollment at your institution: From _____ Until _____

• SEVIS ID# _____

• Date your office will enter into SEVIS as the "transfer release date": _____

➔ Note: Please select the Transfer Out School as "**Glendale Community College (California)**"

SEVIS School Code: LOS214F00981000

Please Check All That Are Applicable:

____ This student maintained legal non-immigrant status and is eligible to transfer to Glendale Community College.

____ This student is "out of status" and is therefore NOT eligible to transfer (please clarify in "Comments" below).

____ This student received off-campus work authorization (OPT/CPT or Economic); list type & dates: _____

****Comments:** _____

Name and Title

Signature

214F

Institution Name

Immigration School Code

Address of Institution

Date _____ **Telephone** _____ **E-mail** _____

Please Return to:

GLENDALE COMMUNITY COLLEGE (California)

International Student Admissions

1500 North Verdugo Road

Glendale, California 91208-2894

Telephone: 818-240-1000, Ext. 6645, 5439

E-mail: gcciso@glendale.edu