

## International Student Addendum 2011-2012

### *Warm Greetings from the International Students Office of the California Institute of Integral Studies!*

Welcome! We are glad that you have found us and hope to have you join our growing international community at CIIS.

Our international student body makes up about ten percent of the total student body on campus—about 90-95 students from 25 or more countries. Currently, we have students representing Australia, Brazil, Canada, China, Colombia, France, Germany, Hungary, India, Iran, Israel, Japan, Mexico, New Zealand, South Africa, Spain, Slovakia, Taiwan, Turkey, the United Kingdom, and more! International students are a valued part of the CIIS community and make a significant contribution the Institute Ideals.

The International Student Addendum is intended to assist you with your admissions application process and present an overview of obtaining an F-1 student visa, financing your education and services offered to you throughout your course of study. We encourage you to visit the international student's page of the CIIS website for more information.

If you have any questions or feedback, please feel free to contact me by phone at (415) 575-6157 or by email at [joconnor@ciis.edu](mailto:joconnor@ciis.edu)

You have our best wishes for your successful application to CIIS. We look forward to working with you!

Sincerely,



Jody L. O'Connor  
International Student Advisor

### **Overview: International Students at CIIS**

An international student is a student who plans to study at CIIS on a non-immigrant visa. CIIS assists international students admitted to degree programs with the F-1 student visa application only. However, applicants who are in the U.S. in other visa classifications are eligible to pursue studies so long as that visa status allows you to so. Any foreign national must be in a valid visa classification to pursue a degree at CIIS. All international students at CIIS, regardless of visa classification, are eligible for international student services.

U.S. immigration regulations require that international students who apply for an F-1 visa provide proof of financial support for their first year of tuition and living expenses. In addition, international students must always be enrolled in coursework that is defined as full-time by the Institute. As a result, international students must carefully plan out their academic careers at CIIS.

To secure the student visa, you first need to meet the estimated totals for tuition and living expenses for a year in the U.S. The total estimates for the **2011-2012** academic year are:

<b>Program of Study</b>	<b>Full-time*</b>	<b>Total</b>
<b>B.A.</b> Bachelor of Arts degree completion program in Interdisciplinary Studies	12 units per semester (3 semesters)	<b>\$43,505</b>
<b>M.A. / M.F.A</b> Master of Arts program in the School of Professional Psychology and School of Consciousness and Transformation	9 units per semester (2 semesters)	<b>\$36,665</b>
<b>Ph.D.</b> Doctor of Philosophy program in Humanities (all concentrations and emphasis)	9 units per semester (2 semesters)	<b>\$39,185</b>
<b>Psy.D.</b> Psychology Doctorate program in Clinical Psychology	12 units per semester (3 semesters)	<b>\$58,085</b>

\*To be considered full-time per semester for immigration purposes, students in the BA program need to take a minimum of 12 units/semester. Beginning students in the MA, PhD, or Psy.D. programs need a minimum of 9 units/semester. The PsyD and MFA programs often require students to take more than the minimum 9 units/semester. Please refer to the table inside for the break down of the total amounts.

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## Additional Application Requirements

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You can apply online for any of our programs through the CIIS website admissions pages. You can also check the requirements for each program on these pages. If you need further clarification about the materials required for admission, please contact the Admissions Counselor for the specific program to which you are applying.

In addition to the general application requirements, international students are asked to submit the following when applicable:

(1) **Foreign Credential Evaluation**

All transcripts from schools outside the United States must be sent, at the applicant's expense, to a foreign credential evaluation service agency. A detailed "Course-by-Course" report is required for all programs and will be used in lieu of the CIIS application requirement for original transcripts. Students who attended Canadian colleges or universities are not required to have a foreign credential evaluation completed. Canadian students should have a set of original transcripts in English sent directly to the Admissions Office. The credential evaluation service accepted by CIIS is:

World Education Services  
Bowling Green Station  
P.O. Box 5087  
New York, NY 10274-5087  
Telephone: 212-966-6311 or visit: [www.wes.org](http://www.wes.org)

(2) **English Language Proficiency Test Report**

Applicants for whom English is not their native language are required to submit an English language proficiency score. Exceptions are made for students who have earned their Bachelor of Arts degree from English language universities. CIIS admission requires a minimum score of:

TOEFL	<b>80 on the internet-based test</b>	<a href="http://www.toefl.org">www.toefl.org</a> (CIIS TOEFL code is 4807)
Pearson's Test of English Academic (PTE)	<b>53 test score</b>	<a href="http://www.pearsonpte.com">www.pearsonpte.com</a>
IELTS	<b>6.0 band score</b>	<a href="http://www.ielts.org">www.ielts.org</a>

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## Applying for an F-1 Student Visa

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CIIS assists students with the application for **F-1 student visas**. In order to apply for the F-1 visa, you will need a **SEVIS I-20** from CIIS. Once you have obtained an I-20 from CIIS, you will pay the SEVIS I-901 fee and make a visa appointment at the U.S. Consulate in your home country.

### What is SEVIS?

The Student and Exchange Visitor Program (SEVP) is a database that manages the Student and Exchange Visitor Information System (SEVIS). SEVP is a program under the Immigration and Customs Enforcement (ICE) agency within the Department of Homeland Security (DHS).

SEVIS is an online database that connects immigration officials and U.S. colleges and universities by providing information on international students and scholars. It is also a system for tracking a student's immigration history. Schools are required to use SEVIS for the following purposes:

- Issuing I-20 forms to students
- Recommending off-campus employment
- Maintaining up-to-date records on the status of each student throughout the duration of their study

### What is an I-20?

The SEVIS I-20 is an official U.S. government form called a Certificate of Eligibility for Non-Immigrant, F-1 student status. CIIS will issue a SEVIS I-20 on these conditions: (a) you have been fully admitted into a program of study at the Institute and (b) you have shown proof of financial support for the first year of study. In order to provide proof of financial support you should complete and submit the Certificate of Funding Form, which you will receive upon acceptance to CIIS.

An I-20 acts as proof of acceptance and contains the information that is needed to pay the **\$200 SEVIS I-901 fee**, apply for a visa or change of status, and admission into the United States.

### What is the Certificate of Funding Form?

The Certificate of Funding Form is used to show proof of support for your first year of study. You must demonstrate sufficient funding to cover all expenses including tuition, fees, books, travel, and other living expenses. Funding may come from your own personal account, a private sponsor's account, and/or scholarships/loans that have been approved. In addition to filling out the form, you will need to provide adequate verification of the funds.

Verification documents include:

1. **Original letters** from your bank or your sponsor's bank stating the available account balance. The letter must be on official letterhead, dated within the last six months (and include the bank's seal when possible).
2. **Official award** letter stating the amount and duration of the scholarship/ grant awarded.
3. **Loan approval** letter from the granting institution, stating the loan amount.

**Citizens of Canada may obtain their F-1 visas at the port of entry.** Canadian students may present their Form I-20, passport, SEVIS fee receipt and supporting financial documents to the U.S. Immigration Inspector at the U.S. Port of Entry. Landed immigrants in Canada must apply for a visa before entering the U.S.

**The visa application process and required documents may differ depending upon the specific consular office in your home country. For further details please locate your local U.S. Consulate at: <http://travel.state.gov>**

### Note about Online Degree Programs and Student Visas

Per SEVIS regulations, online degree programs do not meet eligibility requirements for the I-20. Therefore, online international students are not permitted to secure an F-1 student visa for entry to the U.S. and are not required to submit the Certificate of Funding form. Online students should enter the U.S. on a tourist visa or tourist waiver for the required weeklong intensives. Please contact the International Student Advisor with questions or concerns.

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### Preparing for Study in the United States

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Below are the estimated costs set for the requirement for the SEVIS I-20. Actual costs will vary for each individual and by program, but it is good to work within this estimated budget for your planning. Please keep in mind that there are additional educational costs for all students in the School of Professional Psychology to do at least 45 hours of personal psychotherapy while enrolled in the program. These hours are required for graduation and the costs are not factored into the estimates below.

The following is a breakdown of estimated expenses for the **2011-2012** academic year (based on minimum full-time enrollment/degree level):

	B.A. (for 3 semesters)	M.A/ MFA SCT and SPP (for 2 semesters)		Ph.D. (for 2 semesters)		Psy.D. (for 3 semesters)
	Fall-Spring and Summer	Fall-Spring	Summer (optional)	Fall-Spring	Summer (optional)	Fall-Spring and Summer
Tuition	<b>\$23,040</b>	<b>\$16,290</b>	\$5,430	<b>\$18,810</b>	\$6,270	<b>\$37,620</b>
Registration Fees	<b>\$270</b>	<b>\$180</b>	\$90	<b>\$180</b>	\$90	<b>\$270</b>
Housing/Food	\$15,450	\$15,450		\$15,450		\$15,450
Books/Supplies	\$1,245	\$1,245		\$1,245		\$1,245
Transportation*	\$800	\$800		\$800		\$800
Personal Expenses (including health insurance)	\$2,700	\$2,700		\$2,700		\$2,700
<b>Living Expenses Total</b>	\$20,195	\$20,195		\$20,195		\$20,195
<b>Total Per Year**</b>	<b>\$43,505</b>	<b>\$36,665</b>		<b>\$39,185</b>		<b>\$58,085</b>

\*Transportation does not include travel to your home country during the vacation breaks. \*\*Total does not include additional \$7,000/year costs for F-2 dependent(s).

**Room and Board:** Depending on the neighborhood, you will find rents starting at approximately \$950 per month for a studio and \$1,200 per month for a one bedroom apartment. You may also want to consider shared housing. Please review the Housing Guide on MyCIIS-- <https://my.ciis.edu/ics>

**Miscellaneous Expenses:** Miscellaneous expenses include daily necessities such as clothing, laundry, recreation, and entertainment. Not included are additional costs such as buying a car or additional appliances. Personal expenses will vary according to each student's habits and preferences.

**Expenses for Married Students:** Students who plan to bring members of their families to the U.S. must plan carefully for their family's support. Additional expenses may be incurred for housing, food, health care and insurance. Child care and schooling must also be considered. Spouses, children, and other dependents may not be allowed into the United States unless the student can prove availability of sufficient funds to support dependents. This amount is estimated to be **\$7,000 per dependent** in addition to the **Total per Year** amount. An F-2 spouse may not work or participate in a degree program. An F-2 child may attend school.

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## Financing Your Education

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For many international students a fundamental concern is finding the resources to fund an education in the United States. CIIS has a commitment to assisting international students through an international scholarship program, but often students must find additional sources of support.

### ❖ Scholarships and Grants

By completing the admission application you take the first step toward a CIIS scholarship. All international applicants who enter the U.S. on a visa will be considered for a scholarship based on the information contained in the program application. International students with questions about funding can visit the [CIIS Scholarship Programs](#) and [International Student](#) pages of our website. The average award for CIIS scholarships is \$2,000-\$3,000/year for two years and is applied to tuition only.

Outside of the Institute, there are opportunities for obtaining scholarships and grants and many CIIS international students depend on external sources of funding. Some of the more prominent sponsors include the **Fulbright Program**, the **Organization of American States**, and the **Rotary International Scholarships**. Additional information concerning external sources of financial aid has been included in this information packet.

### ❖ Employment in the United States

F-1 visa holders are permitted to work on-campus up to 20 hours per week during the academic year and up to 40 hours per week during break periods. You may commence campus work up to 30 days before your program start date (listed on your I-20). Please see the CIIS website for more information about employment regulations for the F-1 student visa. There are few opportunities for students to work off-campus, but this is rare at CIIS and requires prior authorization.

The availability of student employment on campus is very limited and is not guaranteed; however, many international students find work on campus within their first semester at CIIS.

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## International Student Services

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The International Student Advisor at CIIS assists with the admissions application process, obtaining a student visa, and preparing to study in the United States. In addition, the International Student Advisor can help you with many non-academic areas of life. The following services are provided to international students:

- New International Student Orientation
- Summer Bridge Program  
This academic writing intensive is held at the beginning of each Fall Semester for two weeks and considered to be part of international student orientation. It is required that each new international student attend this intensive.
- Editing Services
- Immigration Advising and Workshops
- International Students & Friends peer support campus group
- Educational and Social Activities
- Health Insurance Plan

Please visit the CIIS international students' pages for more details on these services.

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## Health Insurance

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Health insurance is a very important part of the international student's education in the United States, and therefore is *required* of all students who attend school at CIIS throughout the duration of their program of study. All new students are required to enroll in the CIIS-endorsed insurance policy or may submit information in English of insurance provided by their home country, by a spouse working in the U.S., or by a comparable U.S.-based plan. Detailed information on the CIIS-endorsed health plan is available on the Health Insurance pages of the CIIS website.