



California State University, Los Angeles English Language Program (ELP)

Application Checklist

Students must be at least 18 years of age by the program start date.

- ✓ *The English Language Program (ELP) requires a student (F-1) visa.*
- ✓ *Your application cannot be processed until all required documents have been received.*
- ✓ *Tourist visas (B1/B2) are not acceptable for study in the English Language Program.*

<input type="checkbox"/> 1. <i>A completed ELP application form. Please type or print clearly in black or blue ink</i>
<input type="checkbox"/> 2. <i>A readable copy of your passport biographic page clearly showing your name, date of birth, and photograph. A clear copy of your spouse's/dependents' biographic passport pages if they will come with you on an F-2 visa. Marriage and birth certificates are required for dependents.</i>
<input type="checkbox"/> 3. <i>Application Processing Fee: \$150 + Tuition Deposit \$800 = \$950 total due (Check or Money Order payable to Cal State LA_ELP)</i>
<input type="checkbox"/> 4. <i>Sponsor Support</i> <ul style="list-style-type: none"><input type="checkbox"/> <i>Official Bank Statement (must be issued within 6 months from the date your application is received). The bank statement cannot be returned to you.</i><input type="checkbox"/> <i>Sponsor's Signature on Sponsor Support page (inside the application)</i>
<input type="checkbox"/> 5. <i>For F-1 transfer students only:</i> <ul style="list-style-type: none">A. <i>A copy of your most recent Form I-20</i>B. <i>A copy of your F-1 visa</i>
<input type="checkbox"/> 6. <i>Mail your completed application to :</i> ENGLISH LANGUAGE PROGRAM (ELP) College of Professional and Global Education California State University, Los Angeles 5151 State University Drive, GE 220 Los Angeles, CA 90032-8619 U.S.A.

Thank you for your application!

revised 10/31/15

**California State University, Los Angeles
English Language Program**

Application Form

For Office Use

Rec'd: _____

P.D: _____ Q.D: _____

Int: _____

Before we can issue the Form I-20, we must have the student's permanent residential address in English, a valid official bank statement, completed Application Form, copy of biographical page(s) from the passport, and the application fee and tuition deposit.

PERSONAL INFORMATION

Name _____ Male
(as spelled on passport) (Family) (First) (Middle) Female

Birthdate _____ Country of Birth _____ Citizenship _____
month/day/year (Note: Must be 18 years old at time of enrollment)

Student's E-Mail Address _____

Student's House Address In Home Country

Street Name _____ House Number, (Apartment Number) _____

City _____ Province _____

Country _____ Postal Code _____ Telephone _____

What is your English ability?

low beginner high beginner low intermediate high intermediate advanced

Do you have any physical conditions that require equipment or assistance? Yes No

If yes, please explain _____

**California State University, Los Angeles
English Language Program**

Application Form

MAILING METHOD

- I would like my I-20 package to be mailed by: Regular Mail (local Los Angeles area only)
 Express Mail (with tracking number - no charge)
 Pick-Up (in ELP office)

My I-20 package will be picked up by: Name _____
Phone _____

- I would like my I-20 package to be mailed to: Home Country Relative/Friend Sponsor/Agent

Relative/Friend in U.S.A. _____ Telephone _____

Relative/Friend's Address in U.S.A. _____

City _____ State _____ Postal Code _____

Sponsor/Agent's Name _____ Telephone _____

Sponsor's/Agent's Address _____

Sponsor's/Agent's Email _____ Postal Code _____

PAYMENT INFORMATION

- The \$150 application processing fee is **non-refundable**.
- USD \$800 Tuition Deposit (conditionally refundable):
Applicants who do NOT obtain an F-1 Student Visa to attend California State University, Los Angeles AND return the original Form I-20 along with a written request for a refund, will receive a Full Refund (100%) of the Tuition Deposit. Refund processing takes about 60 days.

Application Processing Fee	\$ 150
Tuition Deposit	\$ 800
Total Enclosed:	\$ 950

Applicants who obtain an F-1 Student Visa to attend Cal State LA OR do NOT return the original Form I-20 will receive NO Refund (0%).

- Tuition and health insurance are due at Registration Day.
- **Make check or money order payable to Cal State LA - ELP.** Checks and money orders are the only forms of payment that are accepted. Please **do not** send any cash or credit card information.
- The I-20 document will not be issued without the \$150 application processing fee and \$800 tuition deposit.

❖ If you have any questions while you are filling out the application, please contact us at:

Telephone + 1 323 343 4840 FAX: + 1 323 343 4843 E-mail: elpinfo@calstatela.edu

Office Hours: Monday-Friday, 08:00 to 17:00 Pacific Time, GMT-7

(November 8 - March 13, GMT-8)

Web: www.calstatela.edu/elp

**California State University, Los Angeles
English Language Program**

ACADEMIC SESSION INFORMATION

- Please mark the box next to the session you wish to begin.
- If you are applying to get the student visa (F-1 Visa), you must enroll full-time.

PLEASE APPLY NO EARLIER THAN SIX (6) MONTHS BEFORE THE SESSION YOU WISH TO BEGIN.

<input type="checkbox"/> Winter 2016 Intensive Program (10 Weeks, 21 hrs./Week) January 5 - March 18, 2016 Registration Day: January 5 1 st day of Classes: January 11 Deadline for Applications: December 1, 2015	Winter 2016 Tuition and Fees Tuition\$3,210 Required Fee (approximate)\$585 Total:\$3,765
<input type="checkbox"/> Spring 2016 Intensive Program (10 Weeks, 21 hrs./Week) March 29 - June 9, 2016 Registration Day: March 29 1 st day of Classes: April 4 Deadline for Applications: March 1, 2016	Spring 2016 Tuition and Fees Tuition.....\$3,210 Required Fee (approximate)\$585 Total:.....\$3,765
<input type="checkbox"/> Summer 2016 Intensive Program (6 Weeks, 26 hrs./Week) June 14 - July 29, 2016 Registration Day: June 14 1 st day of Classes: June 20 Deadline for Applications: May 1, 2016	Summer 2016 Tuition and Fees Tuition.....\$2,675 Required Fee (approximate)\$535 Total:\$3,210
<input type="checkbox"/> Fall 2016 Intensive Program (16 Weeks, 18 hrs./Week) August 22 - December 9, 2016 Open Registration: July 18 - August 16 1 st day of Classes: August 22 Deadline for Applications: July 1, 2016	Fall 2016 Tuition and Fees Tuition.....\$5,136 Required Fee (approximate)\$770 Total:..... \$5,906
<input type="checkbox"/> Spring 2017 Intensive Program (16 Weeks, 18 hrs./Week) January 23 - May 19, 2017 Open Registration: December 19-22, 2016; January 3-13, 2017; January 17, 2017 1 st day of Classes: January 23 Deadline for Applications: December 1, 2016	Spring 2017 Tuition and Fees Tuition.....\$5,136 Required Fee (approximate)\$770 Total:\$5,906
<input type="checkbox"/> Summer 2017 Intensive Program (10 Weeks, 27 hrs./Week) May 30 - August 4, 2017 Open Registration: April 24 - May 23 1 st day of Classes: May 30 Deadline for Applications: April 15, 2017	Summer 2017 Tuition and Fees Tuition.....\$5,136 Required Fee (approximate)\$770 Total:.....\$5,906

California State University, Los Angeles

English Language Program

REFUND POLICY

REFUND POLICY—Refunds are given for tuition payment only. No application fees or university fees are refunded.

FULL REFUNDS will be given only before the first (1st) day of classes. Refunds will be mailed as soon as possible. (It usually takes four to eight weeks). All refunds will be paid to the person who paid your tuition.

FIFTY-PERCENT REFUNDS will be given to students canceling or withdrawing during the first week (5 days) of classes.

NO REFUNDS will be given to students canceling or withdrawing after the first week (five days) of instruction.

PROGRAM DESCRIPTION

We are your fast track into the University. Our courses are designed to give you the English language skills you need in order to begin your university program as soon as possible.

Placement Test: Given during program registration

Program Levels: Levels 1-6 = Grammar, Writing, Reading, Listening, Speaking, and Multi-Skills
Level 7 = University Bridge: 4 or 5 ELP courses + 1 or 2 university course(s)

Approximate Class Hours: Mondays and Wednesdays: 9:00 a.m. – 3:30 p.m.
Tuesdays, Thursdays, and Fridays: 9:00 a.m. – 12:30 p.m.

HOUSING INFORMATION

ELP does not manage, endorse, nor make specific recommendations regarding these facilities. All off-campus, non-Cal State LA housing contracts and arrangements are made between the student and the housing providers and are not the responsibility of ELP. We do not provide housing. However, we can give you information about housing. You should arrange housing as soon as possible.

On-Campus Housing (University Dormitory) +1 323 343 4800; www.calstatela.edu/univ/housing

You can find the application under web.calstatela.edu/univ/housing/elp-signup.php

Homestay with StudentLink International Email: info@istudentlink.com

Website: www.istudentlink.com/CSULA.html Choose “Cal State LA” for “College You’ll Attend.”

Apartments Near Campus - Do an Internet search at www.apartments.com for apartments in Alhambra, Pasadena, South Pasadena, Arcadia, Monterey Park, Rosemead, and San Gabriel. They are very nice areas and are close to the campus.

Please note: Some housing providers require an application fee and/or deposit to begin the housing application process. ELP cannot accept payments for housing. Remember, there is **no emergency housing**, so plan early.

**California State University, Los Angeles
English Language Program**

SPONSOR SUPPORT FORM

Student's Name _____
(Family Name) (First Name)

Student's Country of Birth Birthdate _____

Student's Current Mailing Address _____

Student's House Address in Home Country _____

Province _____ Country _____ Postal Code _____

This confidential Sponsor Support Form must be completed and submitted to the English Language Program at California State University, Los Angeles as part of the I-20 application process. ***Please submit this support form to process your application.***

You and/or your sponsor must provide for your educational and living expenses for the duration of your education program. In addition, educational and/or living expenses must be provided for your spouse, and/or children who will accompany you. Use the following table to calculate your educational and living expenses.

Minimum Amount of the Bank Statement - All costs subject to change without notice.			
	Student's education and living expenses	+ Spouse	+ Each Child
Total per Year (12 Months)	\$26,000	\$4,000	\$2,000

Dependent's Name _____ Relationship _____

Dependent's Name _____ Relationship _____

Dependent's Name _____ Relationship _____

- **The bank statement MUST be official and recent: No more than 6 months old.**

During your study in the ELP you **will not** be permitted to work. Therefore, you must show that you have funds available to study before you come to the United States. ***Please complete the appropriate section below:***

- **The applicant will be provided funds by a Sponsor:** (Submit an official bank statement with the sponsor's account information.)

**California State University, Los Angeles
English Language Program**

SPONSOR SUPPORT FORM

This is to certify that I guarantee all school, living, and personal expenses for the applicant named above during his/her entire period of study at ELP. I have attached an official copy of a bank statement that shows the amount of funds available for study.

Name of Sponsor _____

Relationship of Sponsor to Student _____

While he/she is enrolled at California State University, Los Angeles. I also agree to furnish additional support for this student's dependents listed on this form. I further guarantee that the student will not become a public charge during his/her stay in the U.S.

Sponsor's Signature _____ Date _____

Sponsor's Address _____

Sponsor's City _____ Sponsor's Postal Code _____

Sponsor's Telephone Number _____

**California State University, Los Angeles
English Language Program**

TRANSFER STUDENT

Are you currently attending another school in the USA? Yes No

If yes, you must also complete the following:

Name of School You Are Currently Attending _____

Name of International Student Advisor _____

Advisor's Telephone Number _____

Advisor's Fax Number _____

Student's Current U.S. Address _____

City _____ State _____ Postal Code _____

Advisor's Email _____ Telephone _____

Please include the following items in your application document:

- A copy of the Form I-20 from current school, or school before ELP
- Copies of biographical page(s) from Passport and U.S. Visa page from Passport

I-20 APPLICATION

I would like to receive a Form I-20 (*Request for an F-1 Student Visa*). Yes No

Will a spouse, and/or children accompany you with an F-2 Dependent Visa? Yes No

If "Yes," attach a copy of the marriage certificate, birth certificate(s) for children, and copies of biographical page(s) from the Passport(s) of dependents.

I do not need a Form I-20 or F-1 visa because:

- I am a U.S. citizen or permanent resident (please provide a copy of proof)
- I have a visa (type of visa: _____ Please send a copy of your visa with this form.)
- Other (Please explain: _____)

Change of Status I-20

Returning to home country to apply for F1 (student) visa, I currently have this type of visa:

Staying in United States to apply for F1 (student) visa – Enclose lawyer's letter

ADDITIONAL REQUESTS

Check the boxes below if you need any of the following items:

Major Letter (what you will study after you finish ELP)

Master’s Name of Major: _____

Bachelor’s Name of Major: _____

Certified Copy of Bank Statement (we will stamp a copy for you to use at the Embassy)

STUDENT AGREEMENT

STUDENTS HOLDING THE F-1 VISA MUST SIGN THE FORM I-20 AND MUST FOLLOW U.S. IMMIGRATION REGULATIONS

- I understand that I am responsible for the \$150 application fee and \$800 tuition deposit.
- I understand that if I obtain an F-1 Student Visa to attend Cal State LA OR if I do NOT return the Original Form I-20, I will receive NO refund (0%) of the tuition deposit.
- I understand that the full payment is due at the time of Registration.
- I understand that housing is not the responsibility of the ELP program at Cal State LA and that I am responsible for all living arrangements.
- I understand that if I am an F-1 student, I must obey all immigration policies governing international students.
- I understand that if I am an F-1 student, I must purchase health insurance.
- I must attend the placement test prior to the beginning of class.
- I must have the required Cal State LA immunizations before arriving in the United States.

I hereby acknowledge that I have read and understood Cal State LA’s written materials and website describing the program and am applying to the program in reliance on the content of Cal State LA’s written materials and website. I understand that Cal State LA has no control over, and is not responsible for, any representations, oral or written, made by agent, an independent international consultant (who may have received or be receiving a finder’s fee for having referred me to the Cal State LA program). In the event of a difference or conflict in the information furnished by Cal State LA and the information furnished by the independent international consultant, I understand that information furnished by Cal State LA should be viewed as the accurate information about the program.

If I have Sponsor(s) who provide financial support, I give permission for the ELP to discuss my attendance and performance with them.

In case of illness or injury, I give permission for me to be examined or treated at an appropriate medical center and make necessary referrals to outside physicians and facilities as necessary. I also give permission for the English Language Program and California State University to release information regarding my health to the designated individuals below. In case of emergency, who should the ELP contact:

1. Name: _____ Complete Telephone Number _____
Relationship _____ What language does this person speak? _____

2. Name: _____ Complete Telephone Number _____
Relationship _____ What language does this person speak? _____

Student’s Signature: _____ **Date:** _____



**California State University, Los Angeles
Student Health Center**

5151 State University Drive, Los Angeles, CA 90032-8411
Information (323) 343-3301 Appointments (323) 343-3302 FAX: (323) 343-6557

**HEALTH REQUIREMENTS FOR REGISTRATION CLEARANCE
English Language Program (ELP)**

Verification of freedom from tuberculosis and of being immunized for measles and rubella and hepatitis B are required of all new students enrolled in English Language Program (ELP). You are required to submit this completed form on or before the **first day of the term**. Please take this form to your doctor before leaving your country.

Student's Name _____
Print Last Name Print First Name Print Middle Name

ELP #: 974 - 5 - _____ Telephone # (____) _____

Date of Birth: _____ Age: _____ Sex: Male Female
Day Month Year

**THIS SECTION TO BE COMPLETED BY A MEDICAL PROVIDER IN YOUR COUNTRY OR ATTACH
VERIFICATION (MEDICAL RECORDS) TO THIS FORM**

IMMUNIZATIONS:

Rubella: (Required of all new international students born after 12-31-1956)
Date Immunization Given _____
OR
Date of Immunity Test _____ Result _____

Measles (Rubeola) (Required of all new international students born after 12-31-1956)
Date Immunization Given _____
OR
Date of Immunity Test _____ Result _____

Hepatitis B (Required only if student is 18 years of age or younger)
Date Immunization Given #1 _____ #2 _____ #3 _____
OR
Date of Immunity Test _____ Result _____

FREEDOM FROM TUBERCULOSIS:

I certify that the above-named patient is free from active tuberculosis as determined by:

Check One:

- Negative chest x-ray taken within the past year. Date taken: _____
- Negative tuberculosis skin test given within the past year.
Date given _____ Date read _____ Induration _____ mm

Signature of Medical Doctor _____

Print Name _____ Title _____ Date _____

Address _____

To be completed by Cal State LA Student Health C

- Verification approved
- Verification not approved –
Reason _____

Signature _____ Date _____

