WELCOME PACKET

International Student Program
10 Easy Steps to Enroll

1. Pay SEVIS Fee (if applicable)
2. Obtain F-1 Visa (if you do not already have a valid one or are not a Canadian citizen)
3. Purchase Health Insurance
4. On-Line Orientation and Advising
5. Attend International Orientation
6. Take Assessment Test and Register for 12 units including APSY 1
7. Pay for Classes
8. Find Housing
9. Take TB Test
10. Enjoy your time at Saddleback!
Pay SEVIS Fee

The United States Department of Homeland Security has published a regulation that requires new applicants for F-1 visas, among others, to pay a SEVIS fee of $200. Following are some instructions to help you pay the fee. Please have your SEVIS I-20 form and a credit card ready when paying this fee. You will need your SEVIS number which is located on the upper right side of the SEVIS I-20 form, Saddleback certification code (LOS214F00716000) and your personal data.

- The fee can be paid through the web at: www.fmjfee.com/index.jhtml

- Please read Form I-901 instructions carefully before you complete the form to ensure payment is made in an acceptable method and that payment mailing address is correct.

- Fees should be paid 3 days prior to the scheduled visa interview.

- Citizens of Canada must also pay the fee 3 days prior to arriving at the United States Port of Entry.

For more information about I-901 SEVIS fee, please access the U.S. Immigration and Custom Enforcement website at: http://www.ice.gov/sevis/i901/

If you have any questions, please email sc-iso@saddleback.edu.
Obtain F-1 Visa

Applying for a Visa
All nonimmigrant visitors are required to have a valid visa in their passports to be allowed entry into the U.S.* You may need to make an appointment for a visa interview at a U.S. consulate or Embassy abroad to obtain your visa. Visas cannot be obtained within the U.S. For general information about getting a visa, see the Department of State web site: http://travel.state.gov/visa/visa_1750.html.

F-1 Visas
Getting an F-1 entry visa involves three main steps:
1. Obtaining your I-20 from Saddleback College
2. Paying the SEVIS Fee (https://www.fmjfee.com/i901fee/), if applicable
3. Making a visa appointment and going to an interview at a U.S. consulate.

*Canadian Citizens
Canadian citizens are not required to apply for a visa to enter the U.S. as an F-1, but must still pay the SEVIS Fee and present the I-20 Form at the U.S. port of entry.

Visa Wait Times
Since visa appointments are limited and visa processing times can be lengthy, you should make your appointment as early as possible. Consulates will generally accept appointments up to 120 days prior to the start of your studies. There may be long waiting periods for appointments, especially during May through August. However, consulates will give priority to F-1 student applicants if requested.

Visa Interviews
When you go for your visa interview, in general you will need:
1. Passport (valid at least six months into the future)
2. Saddleback I-20 form (Certificate of Eligibility)
3. Proof of admission to Saddleback College (admission letter)
4. Evidence of your financial support
5. Visa application forms and fees
6. SEVIS Fee Receipt (F-1)
Some consulates may require additional documentation, so check the consulate web site for visa application instructions. Visa application forms and fees can be also be found on the consulate web site.

Security Clearances
In some cases the consulate may require a security clearance on your visa application. Your visa may be approved, but cannot be issued until the security check is cleared. It is common for the security clearance to take a couple of weeks to a couple of months. If you are subject to a security clearance, please email Saddleback International Student Program at sc-iso@saddleback.edu so we can advise you on the implications of your delayed arrival.
Purchase Health Insurance

All Saddleback College students are required to have continuous health insurance coverage while in the U.S. You MUST purchase the insurance plan available through Saddleback College that is specifically designed for international students, unless you are sponsored by your Embassy and you have a financial guarantee letter on file. The cost of this insurance is very reasonable, almost one third the cost of other domestic insurance policies. Visit http://www.renstudent.com/saddleback to pay for your health insurance by credit card. You must select the Spring/Summer plan for 2013-2014 school year. Checks or money orders should be made out to Ascension Benefits and Insurance Solutions.
Online Orientation and Advising

Students must complete online orientation and online advising before International Orientation. Go to this page: http://www.saddleback.edu/matriculation/ and click on “Online Orientation” and “Online Advising”
International Orientation

IMPORTANT!
You must attend International Orientation (The orientation date and time will be determined at a later time) in order to successfully complete your enrollment at Saddleback College. To purchase your parking pass so that you can park on campus, stop by the Campus Police (see map).

The International Orientation is a comprehensive orientation program designed specifically for new international students at Saddleback College. The purpose of the Orientation is to help incoming international students adjust to their new lives in the United States, Southern California, and Saddleback College. It is also a wonderful opportunity for you to meet other international students from around the world.

What can you expect from orientation:
• Meet your international academic counselor
• Understand academic and graduation requirements
• Understand immigration regulations
• Find out important information about Saddleback College and meet new friends!

What to bring to orientation:
• Immigration documents (passport, signed I-20, F-1 visa and I-94). Canadian students do not need a visa stamp in passport. Make sure you have purchased the health insurance before International Orientation.
Take Assessment Test and Register for 6 units

Assessment Test

On the top left of your acceptance letter it will identify which test you should take. Please email our office at sc-iso@saddleback.edu so we can make an appointment for you to complete the assessment test.

Register for 6 Units


2. Register for classes through your Mysite student account on or after your assigned registration appointment date.

3. All intentional students are required to enroll in and complete a minimum of 12 units each semester.

4. All new international students need to enroll in APSY 1 unless they already have studied at a college or university in the United States.

5. Only 3 online or distance education units can be counted towards this 12 unit minimum.

6. International students may not take more that 6 units each semester at Irvine Valley College (no exceptions will be made to this regulation).

7. Be sure to register as early as possible for the best selection of classes.
Register for Classes

***You must purchase the mandatory health insurance before you can register for classes. In addition, you need to take the required assessment tests, and complete online advising and online orientation.

In MySite you can add/drop classes, view class listings, order books, read college announcements, view your grades/transcripts, and more!

You will need your Student ID# and PIN to log in.

Please contact the International Student Office if you have any questions
sc-iso@saddleback.edu
(949) 582-4637
Pay for Classes

After you register for your classes through Mysite, you will be required to pay the tuition. There are two ways to pay for tuition:

1. Pay on MySite with Visa, MasterCard, or Discover Card. Click Register for Classes and continue to "next" until you reach the payment window.

2. Pay in person by cash, check, Visa, MasterCard, or Discover Card. There is a Drop Box outside the Student Payment Office for check drop-offs after hours.

3. Telephone
Pay over the telephone using Visa, MasterCard, or Discover Card. Call (949)582-4870.

It is important that you pay for your classes as soon as you register for them so that you are not dropped for non-payment.
TB Test

When you arrive at Saddleback College, call (949) 582-4606 or stop by the Student Health Center SSC 177 to make a TB test appointment.

A tuberculosis (TB) test is required for all new international students. This must be **completed by June 16, 2014**.

You are required to visit the Student Health Center in room SSC-177 to take the required TB test. The TB test will cost $10. The TB test requires two appointments. The first appointment can be scheduled on Monday, Tuesday or Friday. The second appointment will be set 72 hours after the test is administered to complete the process.

Once cleared, the Student Health Center will provide you with a note that you will need to bring directly to the International Student Office. Failure to do this will jeopardized your stay at Saddleback College. If you have recently (last 2 months) taken a TB test, please bring the results with you to the United States.
Housing

Saddleback College is located in the beautiful city of Mission Viejo, California. Like most community colleges, Saddleback College does not have on-campus dormitories and does not directly arrange housing for students.

The area surrounding Saddleback College is consistently ranked as the safest in the United States. South Orange County, with its high standard of living, proximity to breathtaking beaches and safe neighborhoods offers many options for comfortable independent and homestay living.

Most of our international students choose to stay in private apartment complexes nearby or with American host families through the WISE-World International Student Exchange Program. In addition, students can also use the Saddleback College Online Housing Board: http://www.saddleback.edu/StudentDevelopment/Housing.html to locate off-campus housing.
International Student Office Staff

Fariba Dai, International Student Program Specialist

Andria Metcalf, Admissions & Records Specialist, International Student Program

Laura Toscano, International Academic Counselor

Contact Info:
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