



**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 page clearly showing your name, date of birth, and photograph. A clear copy of your spouse's/dependents' passport pages if they will come with you on an F-2 visa. Marriage and birth certificates 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 CSULA-ELP)</i>
<input type="checkbox"/> 4. <i>Sponsor Support</i> <ul style="list-style-type: none"> <li><input type="checkbox"/> <i>Original Bank Statement (must be issued within 6 months from the date your application is received). The bank statement cannot be returned to you.</i></li> <li><input type="checkbox"/> <i>Sponsor's Signature on Sponsor Support page (inside the application)</i></li> </ul>
<input type="checkbox"/> 5. <i>For F-1 transfer students only:</i> <ul style="list-style-type: none"> <li>A. <i>A copy of your most recent I-20</i></li> <li>B. <i>A copy of your F-1 visa, I-94 card</i></li> </ul>
<input type="checkbox"/> 6. <i>Mail your completed application to :</i>  <p><b>ENGLISH LANGUAGE PROGRAM (ELP)</b>  <i>College of Extended Studies and International Programs  California State University, Los Angeles  5151 State University Drive, GE 217  Los Angeles, CA 90032-8844  U.S.A.</i></p>

*Thank you for your application!*

# 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 I-20, we must have the student's permanent residential address in English, a Valid Original Bank Statement, Completed Application Form, Passport copy, 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 \_\_\_\_\_

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**.
- Tuition and health insurance are due on Registration Day.
- **Make check or money order payable to CSULA-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.

Application Processing Fee	\$ 150
Tuition Deposit	\$ 800
<b>Total Enclosed:</b>	<b>\$ 950</b>

❖ 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](mailto: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](http://www.calstatela.edu/elp)

# California State University, Los Angeles

## English Language Program

### QUARTER INFORMATION

- Please mark the box next to the session to which you are applying.
- If you are applying to get the student visa (F-1 Visa), you must enroll full-time (10 weeks).

***PLEASE APPLY NO EARLIER THAN SIX (6) MONTHS BEFORE THE QUARTER YOU WISH TO ATTEND.***

- |   |   |
|---|---|
| <p><input type="checkbox"/> <b>Summer 2012</b><br/>           June 26 - September 7<br/>           Registration Day: June 26 (Tuesday)<br/>           1<sup>st</sup> day of Classes: July 2 (Monday)<br/>           Deadline for Applications: May 15, 2012</p>             | <p><input type="checkbox"/> <b>Winter 2014</b><br/>           January 7 - March 21<br/>           Registration Day: January 7 (Tuesday)<br/>           1<sup>st</sup> day of Classes: January 13 (Monday)<br/>           Deadline for Applications: December 1, 2013</p>      |
| <p><input type="checkbox"/> <b>Fall 2012</b><br/>           September 25- December 7<br/>           Registration Day: September 25 (Tuesday)<br/>           1<sup>st</sup> day of Classes: October 1 (Monday)<br/>           Deadline for Applications: August 15, 2012</p> | <p><input type="checkbox"/> <b>Spring 2014</b><br/>           April 1 - June 13<br/>           Registration Day: April 1 (Tuesday)<br/>           1<sup>st</sup> day of Classes: April 7 (Monday)<br/>           Deadline for Applications: March 1, 2014</p>                 |
| <p><input type="checkbox"/> <b>Winter 2013</b><br/>           January 8 - March 22<br/>           Registration Day: January 8 (Tuesday)<br/>           1<sup>st</sup> day of Classes: January 14 (Monday)<br/>           Deadline for Applications: December 1, 2012</p>    | <p><input type="checkbox"/> <b>Summer 2014</b><br/>           June 24 - September 5<br/>           Registration Day: June 24 (Tuesday)<br/>           1<sup>st</sup> day of Classes: June 30 (Monday)<br/>           Deadline for Applications: May 15, 2014</p>              |
| <p><input type="checkbox"/> <b>Spring 2013</b><br/>           April 2 - June 14<br/>           Registration Day: April 2 (Tuesday)<br/>           1<sup>st</sup> day of Classes: April 8 (Monday)<br/>           Deadline for Applications: March 1, 2013</p>               | <p><input type="checkbox"/> <b>Fall 2014</b><br/>           September 30 - December 12<br/>           Registration Day: September 30 (Tuesday)<br/>           1<sup>st</sup> day of Classes: October 6 (Monday)<br/>           Deadline for Applications: August 15, 2014</p> |
| <p><input type="checkbox"/> <b>Summer 2013</b><br/>           June 25 - September 6<br/>           Registration Day: June 25 (Tuesday)<br/>           1<sup>st</sup> day of Classes: July 1 (Monday)<br/>           Deadline for Applications: May 15, 2013</p>             | <p><input type="checkbox"/> <b>Winter 2015</b><br/>           January 6 - March 20<br/>           Registration Day: January 6 (Tuesday)<br/>           1<sup>st</sup> day of Classes: January 12 (Monday)<br/>           Deadline for Applications: December 1, 2014</p>      |
| <p><input type="checkbox"/> <b>Fall 2013</b><br/>           October 1 - December 13<br/>           Registration Day: October 1 (Tuesday)<br/>           1<sup>st</sup> day of Classes: October 7 (Monday)<br/>           Deadline for Applications: August 15, 2013</p>     | <p><input type="checkbox"/> <b>Spring 2015</b><br/>           March 30 - June 12<br/>           Registration Day: March 30 (Tuesday)<br/>           1<sup>st</sup> day of Classes: April 6 (Monday)<br/>           Deadline for Applications: March 1, 2015</p>               |

#### **Tuition and Fees per Quarter**

Application Fee.....	\$150
Tuition.....	\$2,750
Required Health Center Fee .....	\$55
Required Health Insurance.....	\$200
<u>Books (approximate)</u> .....	<u>\$200</u>
<b>Total:</b>	<b>\$3,355</b>

# 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 at 9:00 a.m. on Registration Day

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

**Class Hours:** Mondays and Wednesdays: 8:55 AM – 3:10 PM  
Tuesdays, Thursdays, and Fridays: 8:55 AM – 12:25 PM

### HOUSING INFORMATION

ELP does not manage, endorse, nor make specific recommendations regarding these facilities. All off-campus, non-CSULA 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](http://www.calstatela.edu/univ/housing)

You can find the application under [www.calstatela.edu/univ/housing/signup.htm](http://www.calstatela.edu/univ/housing/signup.htm)

**Homestay with Home Services International** - +1 619 461 4764; [www.homestayservices.com](http://www.homestayservices.com)

#### Apartments Near Campus

Do an Internet search on this website. Alhambra, Pasadena, South Pasadena, Arcadia, Monterey Park, Rosemead, and San Gabriel are very nice and are close to the campus.

Use this website to help you: [www.apartments.com](http://www.apartments.com)

#### 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 as part of the I-20 application process to the English Language Program at California State University, Los Angeles. ***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 husband, wife, and/or children who will accompany you. You may use the following table to calculate your educational and living expenses.

<b>Minimum Amount of the Bank Statement - All costs subject to change without notice.</b>			
	Student's education and living expenses	+ Spouse	+ Each Child
Total per Year <i>(4 quarters)</i>	\$23,835	\$4,000	\$2,000

Dependent's Name \_\_\_\_\_ Relationship \_\_\_\_\_

Dependent's Name \_\_\_\_\_ Relationship \_\_\_\_\_

Dependent's Name \_\_\_\_\_ Relationship \_\_\_\_\_

- **The bank statement MUST be original, written on official bank stationery with the bank stamp or seal, and the manager's signature. (issued within the last 45 days) The bank statement cannot be returned to you.**

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 original 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 original or certified copy of a bank statement, signed by a bank official, which 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 \_\_\_\_\_

## 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 I-20 from current school, or school before ELP
- A copy of your passport, visa page and I-94

## I-20 APPLICATION

**I would like to receive a Form I-20 (*Request for a student F-1 visa*).**

**Will a spouse, and/or children accompany you with an F-2 visa?**

*(Attach a copy of marriage certificate for spouse and birth certificate for children, also a copy of each dependent's passport)*

**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 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 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 the full payment is due on the Registration Day.
- I understand that housing is not the responsibility of the ELP program at CSULA 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 (approx. cost \$200.00 per quarter).
- I must attend the placement test prior to the beginning of class.
- I must have the required CSULA immunizations before arriving in the United States.

I hereby acknowledge that I have read and understood CSULA's written materials and website describing the program and am applying to the program in reliance on the content of CSULA's written materials and website. I understand that CSULA 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 CSULA program). In the event of a difference or conflict in the information furnished by CSULA and the information furnished by the independent international consultant, I understand that information furnished by CSULA should be viewed as the accurate information about the program.

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: \_\_\_\_\_



## English Language Program (ELP) MEDICAL REQUIREMENTS

**PLEASE TAKE THIS FORM TO YOUR DOCTOR IN YOUR HOME COUNTRY**

Student's Name \_\_\_\_\_  
Last Name First Name Middle Name

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ ELP # 974 - -  
Month Day Year FOR USE BY ELP OFFICE ONLY

Gender: Female Male

### IMMUNIZATIONS :

#### To Be Completed by Medical Doctor in Your Country:

**Rubella** Date Immunization Given \_\_\_\_\_  
Or  
Date of Immunity Test \_\_\_\_\_ Result \_\_\_\_\_

**Measles (Rubeola)** Date Immunization Given \_\_\_\_\_  
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: \_\_\_\_\_

Signature of Medical Doctor \_\_\_\_\_

Print Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

**Bring signed form with you on Registration Day.**



# **MEDICAL REQUIREMENTS**

## **For English Language Program (ELP)**

The following medical procedures are required of all new ELP students. **The Medical Requirements form must be completed by a medical doctor in your country.** Then you must bring this form to us on the Registration Day.

If you complete this form at our university, you will have to pay \$25 dollars for the immunizations.

- 1. Rubella Immunization**
- 2. Rubeola (measles) Immunization**
- 3. Tuberculosis Skin Test or Chest X-ray Report**

***See Reverse Side***

***for***

***Medical Requirements Form***

Revised 1-11-11