



INTERNATIONAL STUDENT

Instruction Sheet – Read Carefully

West Valley College International Student Admissions
14000 Fruitvale Avenue, Saratoga, CA 95070-5698

For your application to be considered for acceptance by the International Student Selection Committee, you will need to make sure that you follow instructions and submit a **COMPLETE PACKAGE** – otherwise you will not be considered for admission to West Valley College.

The following must be on file by the deadline for your application to be reviewed and considered for admission:

1. A West Valley College Application for Admission (make sure that you sign it) and \$100 application fee.
2. Application checklist (please make sure that each item is checked off or if it is non-applicable list N/A)
3. An **official TOEFL or STEP Eiken score** – **please do not submit a copy** (500 score on paper test or 173 on computer version, 61 Internet based test or Pre-1 level on STEP Eiken test - a TOEFL test older than 2 years from date taken is considered invalid).
4. **OFFICIAL** Transcripts from your high school, language school and/or college (university) must accompany your application. An English translation is required if they are not in English.
5. If you have attended a Language School, College or University in the USA, you must submit a Transfer/Status letter (enclosed in your application packet) to confirm your status and your ability to transfer. This letter must be filled out/signed by a school DSO/PDSO. If applying from outside the USA, this requirement does not apply to you (N/A).
6. An original bank statement, on official bank letterhead must accompany your confidential financial statement (enclosed in your application packet). The bank statement should be current to within one month of your application. **Applications with bank statements older than 3 months will not be reviewed. A United States dollar equivalent must accompany your bank statement, if submitted from a foreign bank source. Failure to follow these instructions will delay review of your application.**
7. Completed Medical/Immunization record. Tuberculosis test must be negative and within 60 days of application. **If presenting a positive Mantoux Tuberculosis test, a physician cleared chest x-ray report (do not send us your x-ray picture just the report) will be required.** All immunizations must be current. Medical forms from previous colleges may be used for admission and must be signed by a physician/doctor and stamped official.
8. **IN COUNTRY APPLICANTS:** Submit copies verifying your current visa status, including I-94, visa page and passport picture page showing passport expiration date. B visitor visa students must change status to F-1 **BEFORE** they will be allowed to attend West Valley College per USA Immigration requirements. Please contact PDSO, Sara Patterson at (408) 741-2694 or email: sara_patterson@westvalley.edu if you have questions regarding any of the above information.