INSTRUCTIONS TO ASSIST YOU IN COMPLETING CALIFORNIA UNIVERSITY OF PENNSYLVANIA’S ONLINE UNDERGRADUATE INTERNATIONAL STUDENT APPLICATION

You have chosen to apply to California University of Pennsylvania. There are two actions for you to take to complete the application process.

1. Complete the online application
2. Submit all additional required items

Your application will not be considered for acceptance until you have fully completed and submitted the online application and fulfilled all additional required items. An I-20 for study at California University of Pennsylvania will not be issued unless acceptance to the university has been granted by the Office of Admissions.

ONLINE APPLICATION

To complete the online international student application, proceed as follows:

1. Select the Undergraduate International application. Select the term you plan to begin studies. Enter your name exactly as it appears on your passport.

CHECKLIST ITEM 1 of 9 - Legal Name

2. Enter your name exactly as it appears on your passport. Your I-20 will list your name in the order of first, middle and last (family) name as entered by you on this page.

CHECKLIST ITEM 2 of 9 - Personal Information

3. Select your birth date. Enter your e-mail address. Select your gender. Religion and marital status are not required but you may select a choice. Enter the following information with regard to each dependent who will accompany you to the U.S. as you begin your studies. If any dependent plans to join you in the U.S. at a later date, you are required to inform the Office of International Programming at least 30 days prior to their arrival.

- Last/Family Name
- First Name
- Middle Name
- Suffix (if applicable: First, Second, Third, Fourth, Junior, Senior)
- Date of Birth (MM/DD/YYYY)
- Country of Birth
- Country of Citizenship
- Gender (male, female)
- Relationship to You

If you have access to Skype, it may prove useful if we need to communicate with you.

CHECKLIST ITEM 3 of 9 - Address and Phone

4. Enter your permanent non-U.S. address including a street address, city and nation. You are required to enter a zip code if your country uses zip codes. Enter your phone number including your international access number.

CHECKLIST ITEM 4 of 9 - International Information

5. Enter you country of citizenship, your country of birth and your native language.

CHECKLIST ITEM 5 of 9 - Planned Course of Study

6. Select your academic major. Select another major or minor if you plan to undertake an additional major or minor. You may also select a concentration within your major. Your I-20 will list all you have selected as closely as possible in accordance with the majors that are available for select on the SEVIS system.

CHECKLIST ITEM 6 of 9 - Activities

7. Note that the essential purpose of the information you provide for this checklist item is to determine if you are requesting on-campus housing. Select Female Housing if you are a female requesting on-campus housing. Select Male Housing if you are a male requesting on-campus housing. Enter Commuter if you intend to live off-campus in non-university housing. You may enter any activities you may be interested in the boxes provided for Other Activity.
CHECKLIST ITEM 7 of 9 - High School
8. Do not enter a High School Code. Enter all information pertaining to the high school or secondary school you attended. If you attended more than one high school or secondary school, choose to enter information pertaining to an additional high school or secondary school.

CHECKLIST ITEM 8 of 9 - Previous College
9. Enter a College Code only if you have attended a college located in the U.S. Enter all information pertaining to the college you attended. If you attended more than one college, choose to enter information pertaining to an additional college.
   
   Note that you may be required to complete an International Student Transfer Form with the assistance of the SEVIS DSO at your former institution if you have attended another school in the U.S. You are required to contact Mr. James Bero (contact information below) for further information if you have attended another school in the U.S.

CHECKLIST ITEM 9 of 9 - Parental Information
10. Enter all information with respect to each of your parents.

Please contact Mr. Bero with questions you have regarding international student admission:

   E-mail: Bero@calu.edu
   Phone: 1.724.938.4617

SUBMISSION OF ADDITIONAL REQUIRED ITEMS

> AFFIDAVIT OF FINANCIAL SUPPORT
   Confirm that you possess total funding that equals or exceeds your total cost for one academic year. Print and complete the online affidavit document for submission.

> OFFICIAL/NOTARIZED DOCUMENTATION VERIFYING FINANCIAL SUPPORT
   Official documentation verifying that you possess sufficient funding can be provided in the form of:
   - Bank statement from checking, savings, and/or certificate of deposit
   - Letter from bank on letterhead, stating the date the account opened, average balance, and current balance
   - Scholarship or sponsorship letter or memorandum verifying amount, source, and dates of award

> OFFICIAL ACADEMIC TRANSCRIPTS
   Official academic transcripts are to be submitted directly to California University of Pennsylvania by all of the secondary/high schools you have attended and, if applicable, by all of the post-secondary/college/university you have attended.

> ENGLISH LANGUAGE TEST SCORE
   If you are a native of a non-English native speaking country, either your TOEFL or ILETS score is to be submitted directly to California University of Pennsylvania by the testing agency.
   - TOEFL: www.ets.org/toefl
   - ILETS: www.idpielts.me

> COPY OF THE BIOGRAPHICAL PAGE OF YOUR PASSPORT
   Submit a clearly scanned copy of the biographical page of your passport (the page displaying your photo, name, birthdate, etc.).

> SCHOLASTIC APTITUDE TEST (SAT)
   Your scores on the SAT are to be submitted by The College Board testing agency directly to California University of Pennsylvania. You may take the SAT test multiple times. The highest score scored on any section on any test attempt is considered. Contact Mr. Bero if you have difficulty with access to the SAT.
   - SAT: www.student.collegeboard.org
Note that your:

✓ APPLICATION FEE (if money order payment is used)
✓ AFFIDAVIT OF FINANCIAL SUPPORT
✓ OFFICIAL/NOTARIZED FINANCIAL VERIFICATION DOCUMENTATION
✓ OFFICIAL ACADEMIC TRANSCRIPTS
✓ LANGUAGE TEST SCORES
✓ SAT SCORES

must be submitted directly to:

Mr. James Bero
Associate Director of Admissions
Campus Box 94
250 University Avenue
California, PA 15419 U.S.A.

Please contact Mr. Bero with questions you have regarding international student admission:
E-mail: bero@calu.edu
Phone: 1.724.938.4617