International Students Application

Step 1: International Online Application – Creating OpenCCC Account

Submit Online International Admission Application. Go to college website link (InternationalStudentApply.elac.edu) and click on the "Click Here to Begin Application" button. This will take you to a page that ask if you want to create an OpenCCC account or to log into your account if you already have one.

FULL-TIME STUDENTS ADMISSION NOTIFICATION	PART-TIME STUDENTS ADMISSION NOTIFICATION
• You will receive an email and mail to guide you through the admission process and for I-20 support. • Check your personal email Inbox and "Bulk/Spam" folders for follow up (approximately 10 business days after submitting your support documents).	• You will receive emails with your LACCD ID number and instructions on how to access your account.

Full details on the above requirements can be found at: http://www.elac.edu/prospectivestudents/international/requirements.htm .   You can also contact our International Student Program directly at: 323-265-8796, or via email: elac_iso@elac.edu

All documents must be translated into English and can be scanned/emailed to our department email: elac_iso@elac.edu for admission evaluation purpose.

The decision regarding your admission will be determined once the International Student Program receives all supporting documents and the application fee.

All original forms & documents will be required to be mailed to our office once you are given an admission offer.   Our college address:

East Los Angeles Community College

International Students Program (G1-101)

1301 Avenida Cesar Chavez

Monterey Park, CA 91754 USA

Click Here

CLICK HERE TO BEGIN APPLICATION

Click on "Create an Account" if you do not already have an OpenCCC account.

ELAC

International Application

Before applying as an international student, you must first have an OpenCCC Account.

The OpenCCC single sign-in account allows you to access the online services of the California Community Colleges.

OpenCCC is a service of the California Community Colleges Chancellors Office. The information in your account is kept private and secure.

Create an Account or Sign In

Click Here

Note: OpenCCC is a new systemwide account.
Accounts from our previous application system are not available.
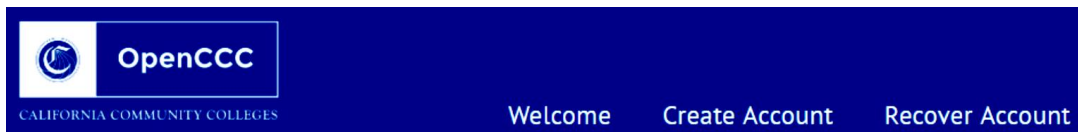Please create an account if you have not already done so.

OpenCCC is a service of the
CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE
Copyright 2012-2018 by California Community Colleges Chancellor's Office | **Terms of Use** | **Privacy Policy** | **Accessibility** | **Help**

Read the direction on the importance of the email account, then click to begin.

Click on "Begin Creating My Account" to begin creating an OpenCCC account.

Enter all applicable personal information and click "Continue".   Please make sure information is accurate.

Create Account
Personal Information - Page 1 of 3

Cambiar a español

Legal Name

Enter your legal name as it appears on official documents such as your government issued ID.

First Name

☐ Check this box if you do not have a first name

Middle Name

☐ Check this box if you do not have a middle name

Last Name

Suffix   None ▾

○ Yes ○ No   Do you have a previous name (such as a maiden name)?

○ Yes ○ No   Do you have a preferred name that is different than your legal and/or previous name?

Date of Birth

This information is used for protection of minors in online transaction environments, as well as to differentiate between persons having the same name. It is also used to comply with state and federal law pertaining to residency, guardianship, and admission of minors to college. This information will not be used in making admissions decisions except as permitted by law.

	Month	Day	Year
Date of Birth	-- Select -- ▾	-- Select ▾	
Confirm Date of Birth	-- Select -- ▾	-- Select ▾	

Social Security Number

The Social Security number is used as a means of identifying student records and to facilitate financial aid.

☑ I plan to apply for admission to college or financial aid.

The Social Security Number is required to claim tax credits for higher education costs known as the American Opportunity Tax Credit in accordance with the Taxpayer Relief Act of 1997.

Federal law requires the California Community Colleges to provide specific information to the Internal Revenue Service (IRS) for the purpose of filing an information return (IRS Form 1098-T "Tuition Statement") for each student in attendance, with a few exceptions.

The information required by the IRS includes the student's name, address, Social Security Number (SSN) or Taxpayer Identification Number (TIN/iTIN), and enrollment status, as well as the amount of tuition paid or billed, and scholarships received. (26 C.F.R. 1-60505-1(b)(2)(ii).)

Failure to provide a correct Social Security Number or TIN while claiming tax credits for specified education expenses may result in a penalty levied against the student by the IRS in the amount of $100, per year, until the missing or incorrect information is provided (26 C.F.R. 1-60505-1(e)(4)).

In addition, California Education Code sections 68041 and 70901(b)(7) authorizes the California Community Colleges Chancellor's Office (CCCCO) to collect information you submit through the OpenCCC Online Student Account and CCCApply Online Application for Admission for the purposes of completing and submitting California College admission applications and financial aid on your behalf.

Further, information acquired by the CCCCO is subject to the limitations set forth in the Information Practices Act of 1977 (Title 1.8 (commencing with Section 1798) of Part 4 of Division 3 of the Civil Code). Compliance with these laws is identified in the Privacy Policy.

Please indicate the type of number:

○ Social Security Number   ○ Taxpayer Identification Number

By providing my Social Security Number (or Taxpayer Identification Number) below, or indicating that I do not have a Social Security Number or decline to provide one at this time, I confirm that I have read and understand the federal regulations provided above, and the state regulations provided in the Privacy Policy.

Your Social Security Number must be accurate to ensure the integrity of your permanent record and to avoid potential penalties imposed by the IRS for providing an incorrect number.

Social Security Number or Taxpayer Identification Number

Repeat Social Security Number or Taxpayer Identification Number

☐ Check this box if you **do not** have a Social Security Number or Taxpayer Identification Number, or decline to provide one at this time.

International students, nonresident aliens, and other exceptions, may not have a Social Security Number (or Taxpayer Identification Number) and should check this box.

Click Here

Continue or Cancel

Please continue to enter additional requested information and click "Continue".

Next, create your OpenCCC account username and password and security questions. Write down your username and password. Click the "I'm not a robot" box, then click "Create My Account".

Create Account
Security and Credentials - Page 3 of 3

Username and Password

To enable you to sign in later, you must choose a unique username for your account.

Username [   ]
Minimum 6 characters (letters, numbers, special characters)

Password [   ]
7 to 20 characters (letters and at least one number)

Repeat Password [   ]
- Be sure to record your username and password for later use.
- Please do not share your account with others, even family members.

Security PIN

For additional security, please create a 4-digit Personal Identification Number (PIN) for your account. Enter your PIN twice to make sure you type it correctly.

PIN [   ]
Repeat PIN [   ]

Security Questions

If you forget your username or password, or if you want to change your password or PIN, you will be asked one or more of your personal security question. Please select three security questions you would like to be asked, and enter your answers to those questions.

First Security Question
[-- Please Choose a Question -- ▼]
Answer to the First Security Question
[   ]

Second Security Question
[-- Please Choose a Question -- ▼]
Answer to the Second Security Question
[   ]

Third Security Question
[-- Please Choose a Question -- ▼]
Answer to the Third Security Question
[   ]

Click Here

[ ] I'm not a robot   reCAPTCHA
                       Privacy - Terms

[Create My Account] or Cancel

[✓] I'm not a robot   reCAPTCHA
                       Privacy - Terms

[Create My Account] or Cancel

You must check the "I'm not a robot" box before clicking on the "Create My Account". Note: In some countries, such as China, firewalls can prevent applicants from completing this step. Please consider VPN usage.

A Service Of The
CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

An Account Created confirmation with your CCCID will appear. Write down your CCCID.
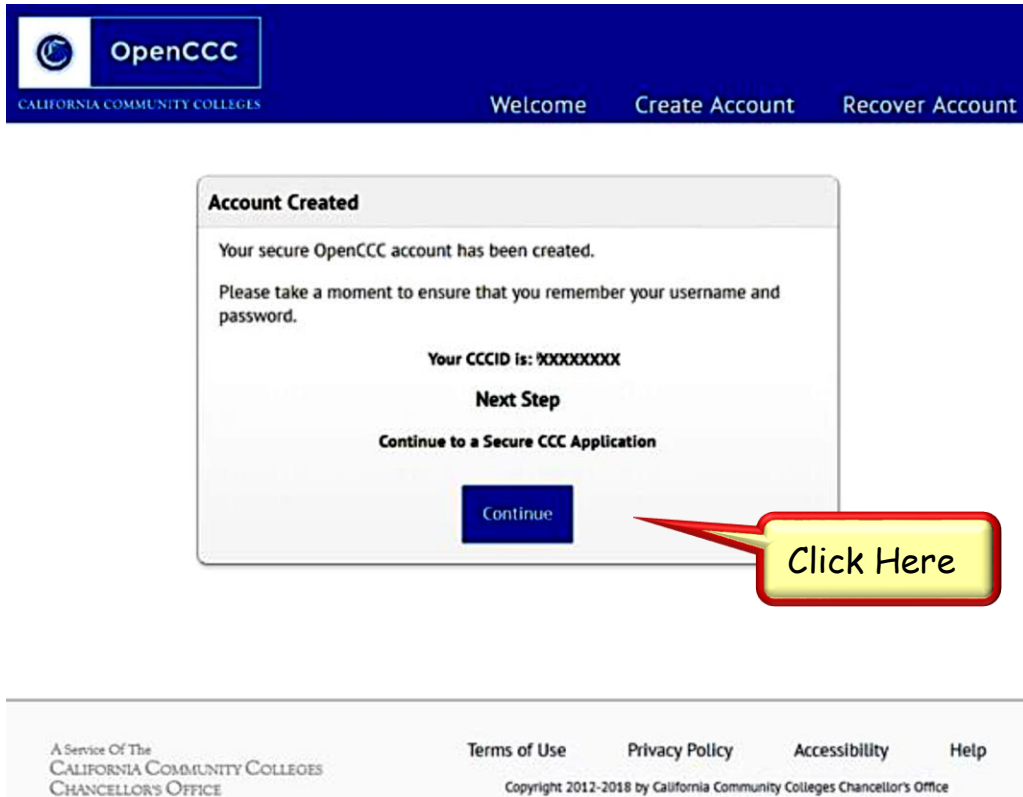
Click on the "Continue" button to navigate to the OpenCCC page. (See Step 2)

You will also receive an Account Created confirmation email in the next couple hours with your CCCID. The email will be sent to your personal email address that you had entered on your application.
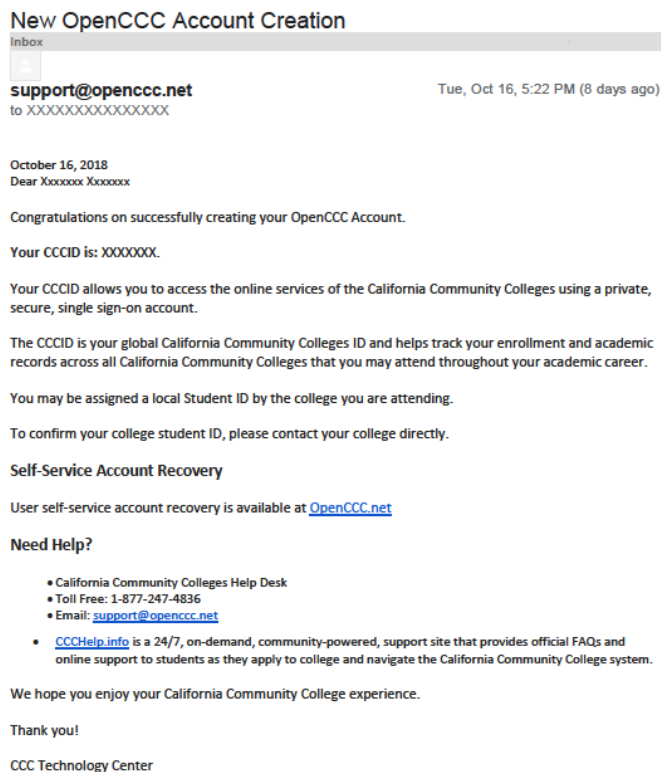
Step 2: **International Online Application – Submitting Admission Application Information**

On the top right of the OpenCCC screen, click on "Sign In To OpenCCC".

Enter your OpenCCC Username and Password and click on "Sign In".

You will automatically be forwarded to the ELAC International Application page. Click on "Start A New International Application".

Enter all applicable information and click "Continue". Repeat for all tabs listed on left column.

Make sure you check all your information for accuracy in the "Review Application" section.

Click Here

Click on the small box to verify that you agree with the statements and click "Submit My Application".

ELAC

- Enrollment Information ✔
- Address ation ✔
- act ✔
- Educ ✔
- Visa/Dependents ✔
- Supplemental Questions ✔
- Demographic Information ✔
- Consent ✔
- Review Application ✔
- Submit Application ❯

Click Here

Submit Your Application

Cambiar A Español

You are about to submit your application to East Los Angeles College.
NO CHANGES can be made to your application once it is submitted.

California state law* allows you to submit your application and residency information online with an electronic signature verification. Your completion of this page will provide the necessary verification for electronic submission. The security and privacy of the information in your submitted application are protected as described in the CCCApply Privacy Policy.

* Section 54300 of subchapter 4.5 of chapter 5 of division 6 of title 5 of the California Code of Regulations.

☑ By Checking here, I, Cheetos Hot, declare that:

- All of the information in this application pertains to me.

- Under penalty of perjury, the statements and information submitted in this online admission application are true and correct.

- I understand that falsification, withholding pertinent data, or failure to report changes in residency may result in District action.

- I understand that I may be required to submit additional documents to complete my admission, such as proof of English, proof of finances, or school transcripts. A list of required documents is available at East Los Angeles College, and on the college's website.

- I understand that all materials and information submitted by me for purposes of admission become the property of East Los Angeles College.

Submit My Application

Click Here

After you submit your ELAC application, you will receive a confirmation number starting with "INT-". Write down your confirmation number somewhere that is easy for you to find. Next, click "Finish".

You will be forwarded back to your OpenCCC account page. You will see the application listed on your Applications page with your confirmation.

In about 24 hours, you will receive an email confirmation (see picture below) from ELAC to your personal email that was submitted in the online application. The email will contain your **student ID number**, your new **LACCD student email** address and supplemental document checklist. Write your student ID number and LACCD student email address somewhere where you can easily access it. You will be asked for your student ID number for verification purposes. After your full application is complete and you are accepted for admission, email correspondence from LACCD will be sent to your **personal email**.

October 1, 2018

9XXXXXXXX

Dear XXXXXX XXXXX,

Thank you for applying to East Los Angeles College. We are pleased to receive your application for admission for the 2018 Fall term.

Your LACCD Student Identification Number is **9XXXXXXXX**. You will use this student ID number to log into the student portal which contains all of the tools necessary for registration, financial aid, and fee payments. The portal is available at MyCollege.laccd.edu. Visit the PeopleSoft SIS FAQ site for instructions on how to log into the PeopleSoft portal.

Your LACCD student email address is XXXXXXX@student.laccd.edu. This is the official method of communication. All communications will be sent to this email address. Once you log in, you will have the option to forward your LACCD email to a personal email address.

To complete your application, please submit the following documents:
●**Financial Affidavit** Please complete all sections of the financial affidavit. Incorrect, blank or misleading statements may result in denial or dismissal of your application . Please refer to the International Student Fee Schedule for minimum amount of funds required for each year of study.
●**Financial Verification** An official bank statement/financial support verification document is required. The document must be in English, in U.S. dollars and issued within the last six months. Refer to your college international student website for detailed information.
●**International High School Docs** Please submit your official high school or secondary school transcripts to the International Admissions Office. Official transcripts must indicate proof of high school graduation. All records that are not in English must have a certified English translation attached.
●**College Transcript** Please have your official college transcripts sent to the International Admissions Office directly from college to college. Transcripts hand delivered by a student are not considered official and will not be used to grant college credit. All records that are not in English must have a certified English translation attached. Transcripts from outside the United States must be evaluated by an approved agency as specified in Administrative Regulation E-101.
●**International Application Fee** A non-refundable application fee of $50.00 must be included with your application. Fee is accepted by money order or cashier's check payable to the College and in U.S. dollars. No personal checks accepted. Credit card payments may be accepted through the student portal beginning June 2017.
●**Proof of English Proficiency** Student must have full English language proficiency. Please visit your college international student website for additional information on English language proficiency. NOTE: All students entering the college will be given an assessment test on campus to determine English and math course placement. Proof of English proficiency does not eliminate the need for campus assessment tests.
●**Passport Sized Photo** One small photo, approximate size: 1in x 1in

For the most up to date status and details of which documents are missing, please check your To Do list in the student portal.

Thank you,

Office of Admissions and Records
Letter Code: AZX

Creating LACCD Student Account

After you submit your online application, you will need to wait 24 hours before you can create your LACCD student online account. Create MyCollege.laccd.edu account:

Click on "1st time signing in? Click here."
A directions page will pop up.

How to Login to the new SIS Portal

We've recently upgraded our security and have changed the way student/faculty login to their account. Therefore all students/faculty passwords have been reset to a default temporary password.

Student Login Name and Default Password Format

- Student username is your Student ID number or your @student.laccd.edu email address.
   - *Example student ID's:* **881234567** *or* **991234567** *or*
      smithj1234@student.laccd.edu
- Student default passwords will consist of:
   - **88@ + the first character of your last name (capitalized) + the month and day of your birthdate (MMDD)**
   - *For Example, Jane Doe, who was born on July the 4th, her default password would be:* **88@D0704**

After you login for the 1st time, you will be asked to reset your password. Write down your new password somewhere that is easy for you to find.

How to Update your Password

- You will be asked to update your password when you log in for the first time.
- Enter your old password (*Example: 88@A0101*) and new passwords in their respective textboxes.
- New password must contain at least **seven** alphanumeric characters: **numbers, uppercase and lowercase alphabetical characters, and at least one special character.**
- Additionally, you may not use your prior three passwords as your new password.
- After successfully updating your password, you will be redirected to the Self Service Password Reset (SSPR) registration page.
  - **IMPORTANT!** Please make sure you register so you can reset your password online.

You will then have to Register your password. Enter your student ID number and your new password and click on "Next". You will need to set up your security questions and answers for verification purposes just in case you get locked out of your account.

You will see a confirmation page when you Complete your password registration.

Step 4: *Submitting Supplemental Admission Documents*

The email that was received after completing the ELAC International Student Online Application contained the list of supplemental documents that need to be submitted to the International Student Office. A list of the requirements can also be found at our website: IntAdmit.elac.edu

Submit supplemental documents to ELAC International Student Office.
Copies of documents can be emailed or mailed to the office for application processing.

       Email: elac_iso@elac.edu
       Mailing Address: East Los Angeles College
                         International Student Office
                         1301 Avenida Cesar Chavez
                         Monterey Park, CA 91754

Step 5: *Pay Application Fee*

Submit application fee payment in MyCollege account. Log into your MyCollege.laccd.edu account. (See Step 3)

From the MyCollege.laccd.edu homepage, click on the "Finances Menu" tab and click on "Make a Payment".

Enter the application fee payment amount in the box.

Click on "Next" after entering amount.

You will be able to pay the application fee with a credit card or echeck.
Click on "select Payment Method" and a drop-down menu will appear.
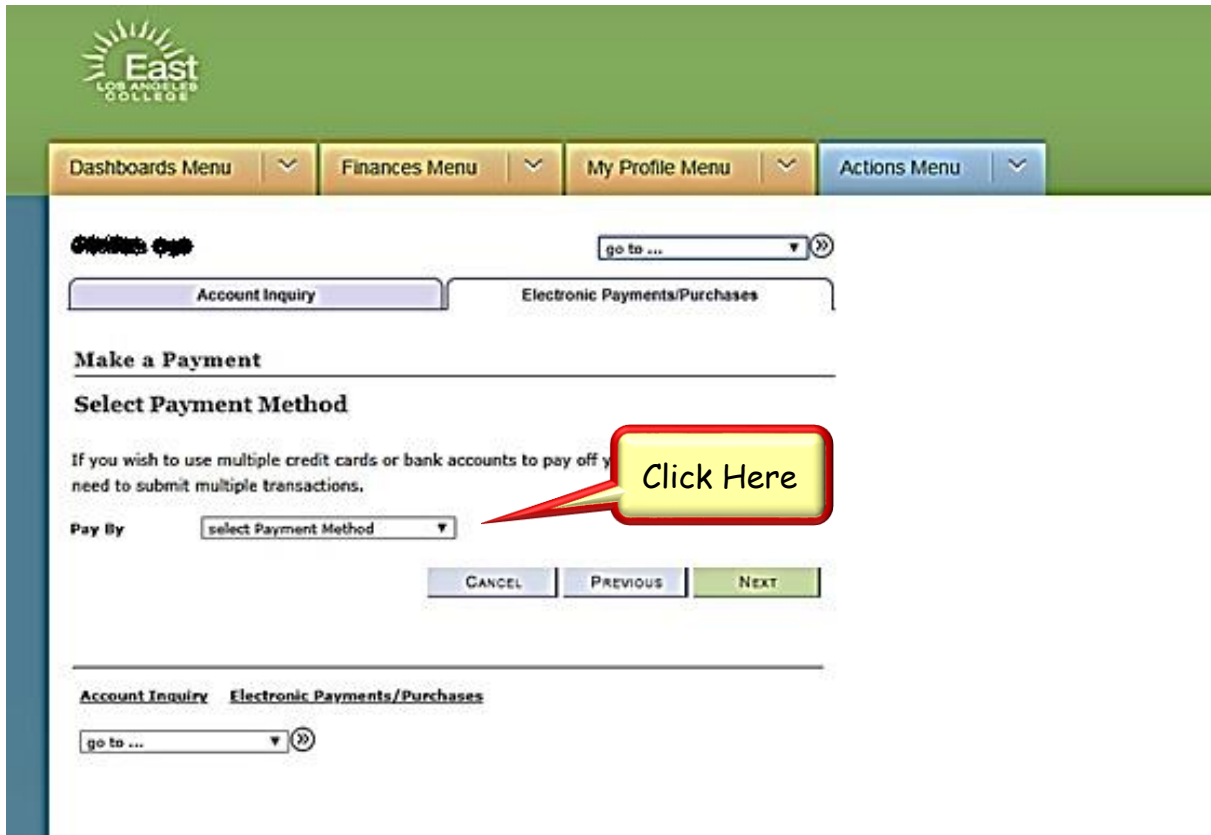
Select the form of payment you would like to make.
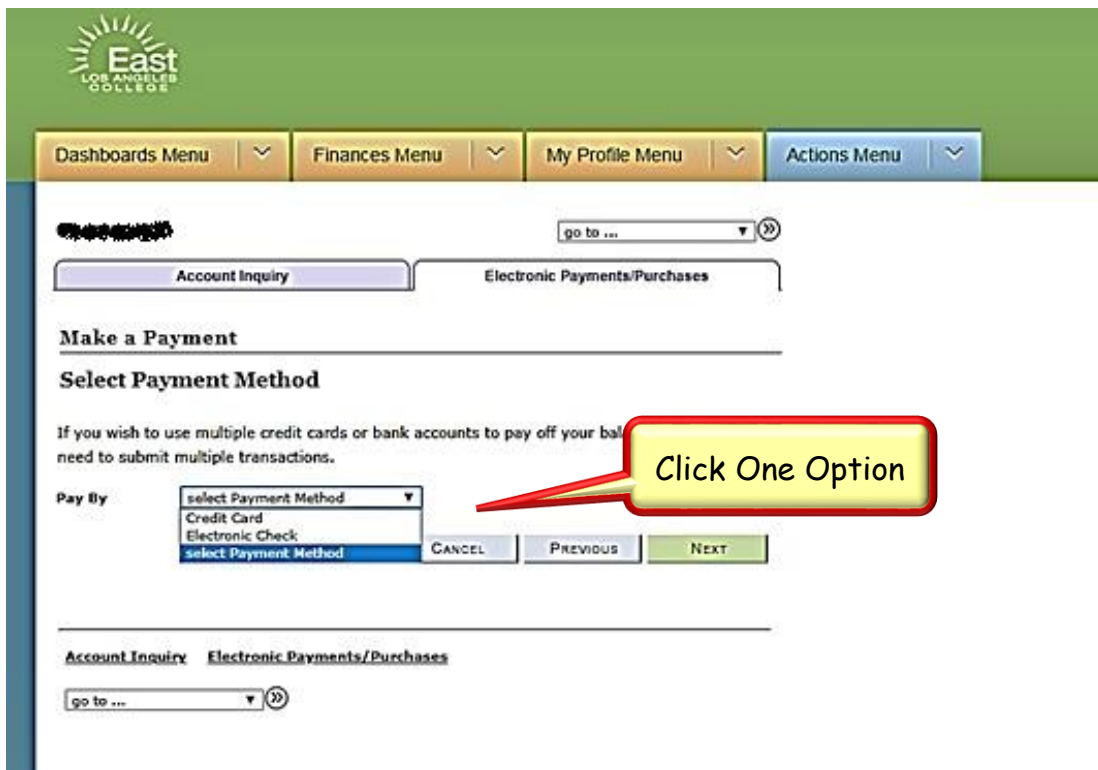
If you would like to pay with a credit card, select "Credit Card" and click "Next".

You will be informed that the transaction will go through a third party. Click on "Continue To Make Payment".

Enter your credit card information and click "Continue".

If you would like to pay with echeck, select "Electronic Check".
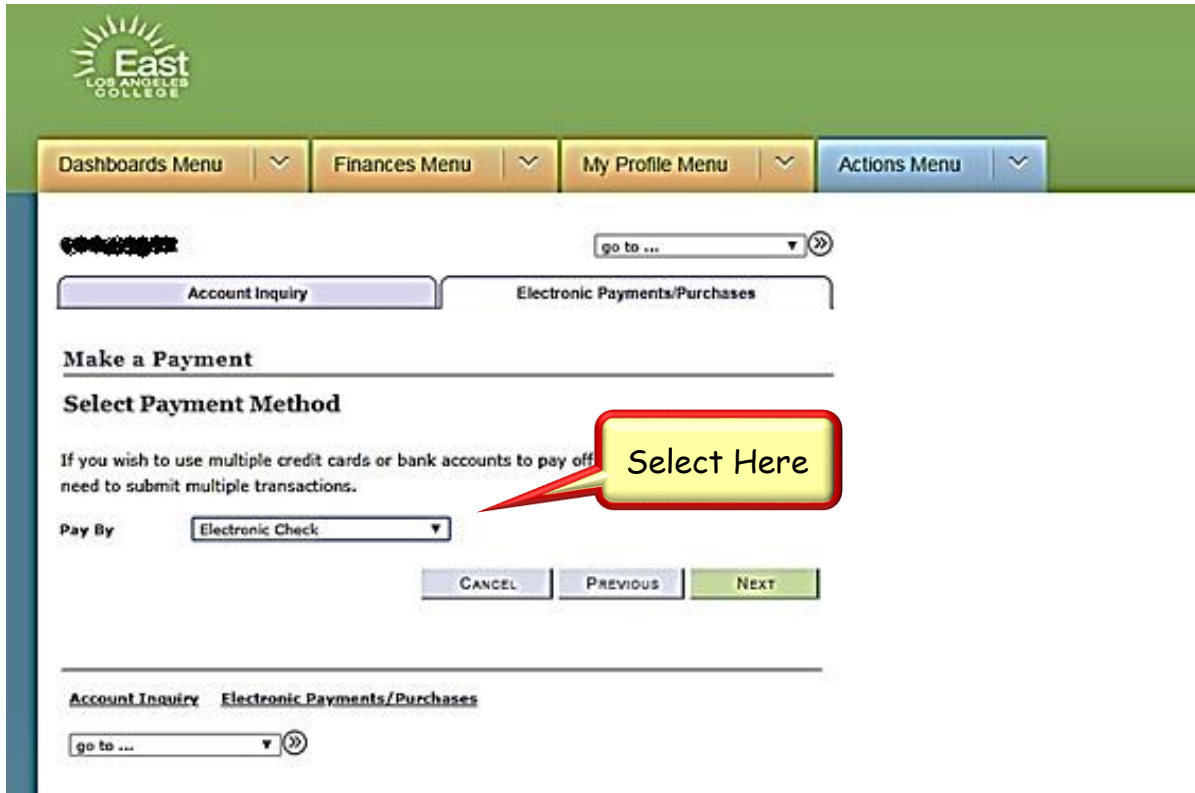
You will be informed that the transaction will go through a third party. Click on "Continue To Make Payment".
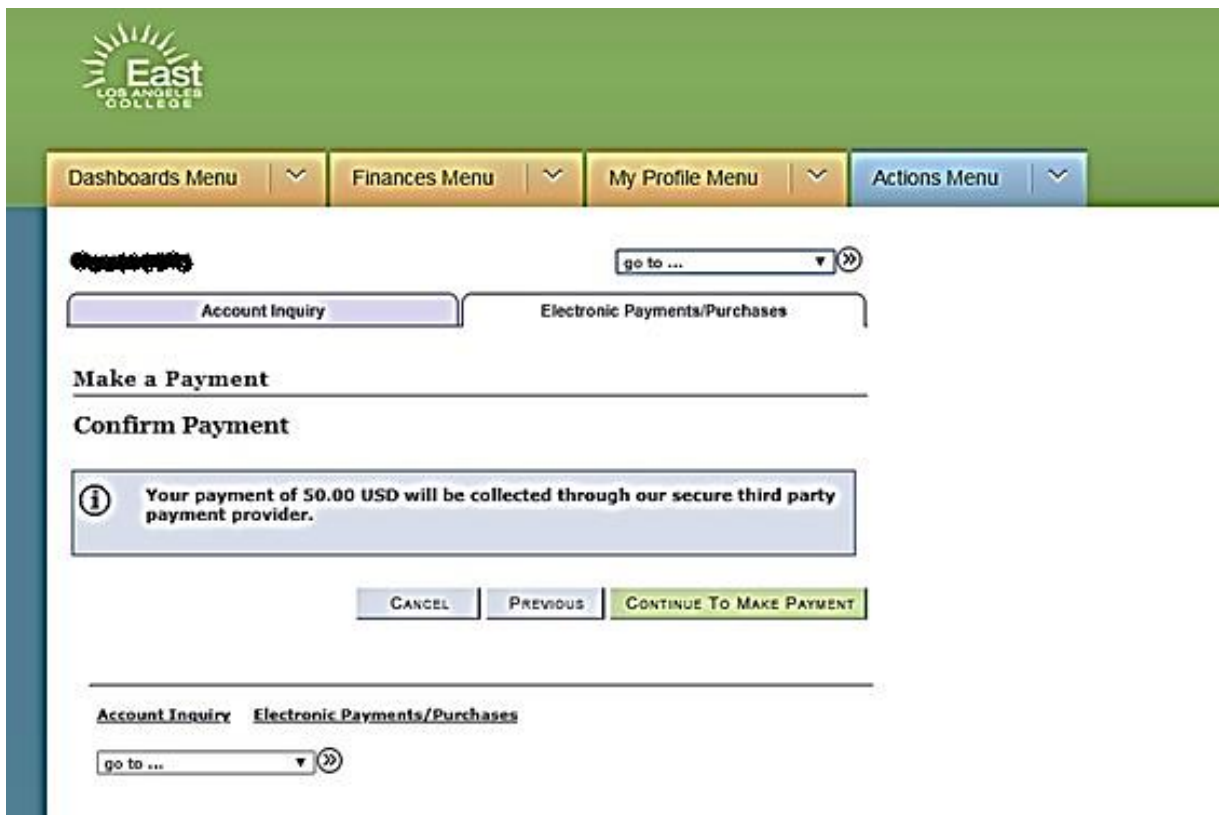
Enter your Checking Account or Savings Account information and click "Continue".

Step 6: Application Processing

Application processing will begin after all required application supplemental documents are received. Application processing will take 2 weeks. An application processing confirmation email will be sent to your personal email. You will receive email or phone communication regarding your application status.

Step 7: Acceptance Documents

New students:
      Acceptance letter and I-20 will be mailed to the mailing address indicated on the application.
      Shipment tracking number will be emailed to the personal email with a copy of the acceptance package.
      Make an appointment with the local US Consulate/Embassy for the F-1 visa interview.

Transfer students:
      Transfer acceptance letter and Notice of Intent to Transfer issued by mail and/or email.
      Request for current school to transfer SEVIS record to ELAC after current session ends.

Step 8: Arrival to the US

Plan to arrive 3 weeks before the start of applying session.
Bring passport to ELAC International Student Office for reporting.
Submit original application documents by mail or bring to office along with passport when reporting.

International Student Office

Email: elac_iso@elac.edu
Phone: 1-323-265-8796
Mailing Address: East Los Angeles College
                International Student Office
                1301 Avenida Cesar Chavez
                Monterey Park, CA 91754