



CSUCI GRADUATE PROGRAM INTERNATIONAL CHECKLIST

You may submit the application first and the supporting documents as they become available. Please submit all application materials to the Extended Education Office address listed below.

CHECKLIST – your complete application includes the following:

- CSUCI Graduate Admissions application
- \$55.00 application fee can be paid by money order only. Make payable to **CSU CHANNEL ISLANDS**.
- PLEASE DO NOT SEND FOREIGN TRANSCRIPTS to our office. We only accept the DETAILED professional evaluation which is REQUIRED for all foreign transcripts. You may use International Education Research Foundation at www.ierf.org or World Education Services at www.wes.org for this purpose. Please have them send the evaluation directly to the Extended Education Department address below.
- OFFICIAL transcripts from all United States domestic universities (if applicable).
- OFFICIAL TOEFL score (waived if country of origin's official language is English or when language of instruction of previous degree was English) (notarized copies of TOEFL scores will NOT be accepted)
- Two letters of recommendation (professional or educational. You may use the Recommendation Letter Form enclosed in this packet or provide letters. Dual degree program applicants should submit one letter reflecting business acumen and one reflecting technical abilities).
- Résumé or Curriculum Vitae
- Copy of autobiography page (picture page) of current valid passport
- Financial Affidavit Form (enclosed in this packet)
- Proof of financial resources (bank statements, pay stubs, letters of support, etc.)
- OFFICIAL test scores – see below for program specific tests required. For Master's Degree Programs in Computer Science and Mathematics, the 3.0 GPA requirement refers to the last 60 units of coursework completed. (notarized copies of test scores will NOT be accepted)

Master of Biotechnology

- GRE or MCAT scores

Master of Business Administration

- GMAT or GRE scores

Master of Computer Science

- For GPAs below 3.0, a GRE report is required (minimum 575 in all sections)

Master of Mathematics

- For GPAs below 3.0, a GRE report is required (minimum 575 in all sections)

Master of Biotechnology & Master of Business Administration Dual Degree Program

- GRE scores

APPLICATION NOTES:

CSUCI Institution/Program Codes

TOEFL 0236
GRE 4091
GMAT ZMG – GJ - 04

Questions 10a Program Codes

MS BIO	04991
MBA	05011
MS COMP	07992
MS MATH	17011
MS MBA DUAL	00000

Please submit all application documents to the Extended Education Office at the address listed below:

CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS
Extended Education – International Application
Rm. 227 Sage Hall
One University Dr.
Camarillo, CA 93012-8599
USA

**For more information, please visit the international student website at
<http://www.csuci.edu/exed/international.htm>.**



RECOMMENDATION LETTER FOR CSUCI GRADUATE PROGRAM APPLICANT

Please submit to:

California State University Channel Islands
Extended Education
Sage Bldg. Rm. 227
One University Dr.
Camarillo, CA 93012
(805) 437-2748
(805) 437-8859 fax

Applicant's Name: _____

Semester Applying For: _____

TO THE APPLICANT:

Please provide information above. Mail a return envelope and this form to the individuals you have asked to provide a recommendation as a part of your application. Once the recommendation forms have been returned to you, submit these documents to CSUCI. Read the statement below and if you choose, sign it where indicated.

The Family Education Right Privacy Act of 1974 entitles CSUCI graduate students to have access to letters of evaluation in their permanent record files at CSUCI. The applicant may have waive the right of access to letters of evaluation, in which case letters of evaluation will be considered confidential by CSUCI and will not be available to the student. If you wish to waive your right of access to this letter of evaluation, please so indicate by signing your name on the line below the following statement.

I, the undersigned, hereby waive all rights or privileges provided by Public Law 930380 to inspect or challenge the content and comments appearing in this letter of recommendation. I agree that observations made in this letter of recommendation should be confidential between the writer and the various agencies to whom my confidential file may be addressed.

Applicant's Signature

Date

TO THE RECOMMENDER:

The CSUCI Graduate Program Admissions Committee finds recommendations which present a balanced view of an applicant's ability and attributes most helpful. Specific comments about significant attributes are more useful than general statements. Please be as candid as possible. Note that by law applicants may have access to all academic records. If the applicant has signed the statement above, your comments will be held completely confidential.

These questions are included only as guidelines. If you prefer to address the question of the applicant's overall fitness for graduate education in some other manner, please feel free to do so. If you use additional sheets of paper, please staple them to the back of this form. Please return this form in the envelope addressed to the applicant. Please seal the envelope and write your signature across the seal on the flap.

Recommender's Name _____

Telephone: _____

Position/Title: _____

Company/Organization: _____

Address: _____

Number & Street

City, State, & Zip Code and Country

HOW LONG HAVE YOU KNOWN THE APPLICANT? _____ years _____ months

UNDER WHAT CIRCUMSTANCES DID YOU KNOW THE APPLICANT?

PLEASE COMMENT ON THE APPLICANT'S ACADEMIC PREPARATION AND ABILITIES (BOTH POSITIVE AND NEGATIVE).

PLEASE COMMENT ON THE APPLICANT'S DEMONSTRATED AND/OR POTENTIAL ABILITIES IN THE FIELD FOR WHICH THEY ARE APPLYING.

HOW WOULD YOU RATE THIS APPLICANT WITH RESPECT TO THE FOLLOWING QUALITIES?

Quality	Exceptional Top 2%	Outstanding Top 10%	Very Good Top 20%	Good Top 1/3	Average Middle 1/3	Below Average 1/3	Inadequate Opportunity to Observe
Intellectual ability							
Maturity							
Leadership potential							
Ability to get along with others							
Written skills							
Oral Skills							
Creativity/Imagination							
Self-confidence							

- I strongly recommend that this applicant be admitted to the CSUCI Graduate Program.
- I recommend that this applicant be admitted to the CSUCI Graduate Program.
- I recommend with some reservation that this applicant be admitted to the CSUCI Graduate Program.
- I do not recommend that this applicant be admitted to the CSUCI Graduate Program.

Recommender's Signature

Date

Since your evaluation will become part of the applicant's formal application, your prompt response in returning this form is essential to a timely decision. Please return the completed form in the self addressed envelope provided by the student. Thank you for your cooperation.



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Recommender's Signature

Date

Since your evaluation will become part of the applicant's formal application, your prompt response in returning this form is essential to a timely decision. Please return the completed form in the self addressed envelope provided by the student. Thank you for your cooperation.



AFFIDAVIT OF FINANCIAL SUPPORT

All F-1 students are required to provide documentation of financial support before a form I-20 can be issued.

If the student will use his/her own personal funds as the source of financial support, the student **MUST PROVIDE AN OFFICIAL BANK STATEMENT** showing the availability of at least \$21,020 to \$26,990 (see page 2 for program specific estimates) in liquid assets. If the student will be supported by a private sponsor (family member, friend, or private institution), the sponsor must sign the Statement of Financial Obligation below. In addition, sponsors **MUST PROVIDE THEIR OFFICIAL BANK STATEMENT** showing the availability of at least \$21,020 to \$26,990 (see page 2 for program specific estimates) in liquid assets. Bank statements and financial affidavits cannot be older than 6 months.

If the student will be sponsored by a public agency (embassy, home government, public institution, religious organization, etc.), the agency must provide official certification that the costs will be covered. Sponsorship statements cannot be older than 6 months.

Statement of Financial Obligation

Students requiring a form I-20 **must** complete this Statement of Financial Obligation and supply all appropriate documentation of financial support. If the student will be supported by funds other than his/her personal funds, the sponsor must sign below. If more than one sponsor will provide financial support, each sponsor must provide a separate letter declaring intent to sponsor. In addition, each sponsor must provide an official bank statement showing the availability of the necessary funds (please see Estimated Student Expenses above).

Sponsor's name (Print) _____ Relationship to student _____

Sponsor's signature _____ Date _____

Student's name (Print) _____

Student's signature _____ Date _____

By signing above, the student and sponsor, if applicable, certify that sufficient financial resources will be available to cover all expenses (please see Estimated Student Expenses above) for the duration of studies at CSU, Channel Islands. Further, by signing above, the student agrees to obtain and maintain adequate health insurance throughout the duration of studies.

If a spouse and/or children will be included on the I-20, please provide the following information (If necessary, use an extra sheet of paper).

Spouse _____ Date of Birth _____
(Family or Surname), (Given Name)

City, Country of Birth _____ Country of Citizenship _____ Gender: Female ___ Male ___

Child _____ Date of Birth _____
(Family or Surname), (Given Name)

City, Country of Birth _____ Country of Citizenship _____ Gender: Female ___ Male ___

All applicants holding or requiring F-1 student immigration status are required to complete the following before a form I-20 will be issued. In addition, appropriate documentation of financial support (see Page 1 of this form) will be required prior to issuance of I-20.

U.S. Social Security Number or CSUCI Student Number (if available) _____

Name as it appears on Passport _____
(Family Name or Surname), (First Name or Given Name)

Date of Birth (Month Day, Year) _____ Gender: Female ___ or Male ___

City of BIRTH _____ Country of BIRTH _____

Country of CITIZENSHIP _____

If you are currently in the United States, what type of visa do you hold (F1, F2, B1, B2, H2, H3, etc.)? _____

Program Cost Estimates

Description	Cost
Enrollment & Student Fees	
MBA Enrollment Fees (6 credits per quarter / four quarter cohort model)	\$10,800 (\$450 per credit)
MS Biotechnology Enrollment Fees (average of 8 credits per semester)	\$12,720 (\$795 per credit)
MS Computer Science Enrollment Fees (9 credits per semester)	\$6,750 (\$375 per credit)
MS Mathematics Enrollment Fees (9 credits per semester)	\$6,750 (\$375 per credit)

Estimated Living Expenses	
Room and board	\$8,800
Books	\$1,240
Transportation	\$1,000
Health Insurance	\$830
Personal	\$2,400
Total Estimated Living Expenses	\$14,270

Totals for Financial Statement	
Masters of Business Administration	\$25,070
MS Biotechnology & Bioinformatics	\$26,990
MS Computer Science	\$21,020
MS Mathematics	\$21,020

Family Members. Students who will be accompanied by a spouse and/or children will need to submit additional documentation of financial support (\$4000 for spouse and \$3000 for each child).

Will you be transferring to CSUCI from another school in the US? _____ YES _____ NO

If you answered YES, please provide the following information:

Name of School _____

City and State of School _____

Month and Year you ended, or plan to end, your enrollment at that school _____

Please complete **both pages** of this form and mail or fax it to the address below. Your form I-20 cannot be issued until we have received this completed form, all required documentation of financial support, and if you are transferring from a school in the US that school must first enter your transfer data in SEVIS.

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