

How to Apply

The following items must be enclosed with your application. All documents must be in English.

1. For all programs, these items must accompany the application:

- A **Application fee** (non-refundable for each program)
 - English Language Programs: \$150
 - Academic Connections International: \$200
 - University Credit and Summer Session Programs: \$200
 - Certificate Programs: \$200
- B **Copy of passport name page**
- C **Financial verification** OR copy of bank statement WITH SPONSOR'S SIGNATURE IN SECTION 4 OF PAGE A4 (IF I-20 IS REQUIRED).
- D **Express mail fee**, optional but strongly recommended: \$50 (may vary depending on location)
- E **Academic Verification Form** must be submitted for transfer students along with the application to be considered for transfer. Students may request this form from ipadmission@ucsd.edu.
- F **On-Campus Housing Application**, if desired (available July and August, only):
 - Include the on-campus housing application found on our website under the "Housing and Student Life" tab.
 - Full payment must be included with the on-campus housing application to reserve a space. (See page 28.)
- G **Information Release Form** (optional) for those students who have financial sponsors or who enroll in our programs through a university partnership agreement.

H We must receive the following at least 30 days before the published program start date:

1. After acceptance is sent, full payment of tuition and fees as invoiced by UC San Diego Extension International Programs.
2. TB Form, if required.

Note: For applications received fewer than eight weeks before the program start date, all payments and documents listed in H1-2 (above) must be submitted along with the application.

2. For English language programs:

- Intensive Legal English program:
 - Applicants must submit academic transcripts for the FOUR most recent semesters of study.
 - Participants must show some previous coursework in Western law or Western civilization and a brief statement to explain previous law-related experience and their purpose in taking this program.
 - Applicants must have advanced English proficiency. All students must take the UC San Diego-ELI placement tests upon arrival. However, a score of 85 on the TOEFL iBT or 7.0 on the IELTS will fully satisfy the required proof of advanced English proficiency.
- For University Preparation Academy (UPA), students must submit the following items:
 - University transcripts for the FOUR most recent semesters—must show grades in the top 5-10%. Transcripts must be in English.
 - New students must have a language proficiency score as follows:
 - For the **8-week UPA**: 90 TOEFL iBT or 7.5 IELTS
 - For the **4-week UPA**: 80 TOEFL iBT or 7.0 IELTS
 - Continuing students should see the ELI Academic Advisor for program admission requirements.

- For Intensive Pre-University, students must submit the following:
 - High school or university transcripts for the FOUR most recent semesters—must show grades in the top 5-10%. Transcripts must be in English.
 - New students must have a language proficiency score of 90 TOEFL iBT or 7.5 IELTS.
 - Continuing students should see the ELI academic advisor for program admission requirements.
 - TB Form (see page A6)

3. For TEFL Certificate programs:

- Proof of required language proficiency
- Copy of transcripts in English for the TWO most recent years (four semesters) of academic studies.
- A one-page statement explaining why you would like to take a TEFL Certificate program.
- TB Form (see page A6)

4. For University and Professional Studies (UPS):

- Proof of required language proficiency
- Copy of transcripts in English for the TWO most recent years (four semesters) of academic studies. These transcripts must clearly indicate excellent academic achievement, including cumulative grade point average (GPA).
- List of 12 or more courses per quarter using our [Course List Form](#), organized by quarter, which you would like to take at UC San Diego or UC San Diego Extension. You will find our Course List Form on our website under "What to Send" in our "How to Enroll" section.
- A one-page statement explaining your reasons for choosing UC San Diego for your study abroad experience.
- TB Form (see page A6)
- Acknowledgement form

6. For Business Certificate Programs:

- Please see pages 17-21 of the brochure for admission requirements.
- For the Business Management program, please indicate the program specialization on the application form.
- Space is limited and the admissions review is competitive. Therefore, we recommend you apply early to allow time for your application to be reviewed and for your visa to be processed. Not all applicants are admitted to the programs. No applications will be accepted within the final ten days before a program's start-date.
- TB Form (see page A6)

7. For Academic Connections International (ACI), International Summer Session, and Summer Session:

- Please visit our website in April 2018 for details and for the supplemental application: ip.extension.ucsd.edu.
- TB Form (see page A6)

Please send all application documents to:

ieconline GmbH
Marienstrasse 19/20, D-10117 Berlin
Tel. +49 (0)30-20458687
www.ieconline.de

1. Personal Information

(Please print very CLEARLY and read instructions on page A1. Incomplete applications will not be processed and will be sent back to the student or agent. **PLEASE NOTE: Hanmail, Daum, and Naver email accounts are blocked by UC San Diego email.**)

Family Name (surname) **(ATTACH COPY OF PASSPORT NAME PAGE)** _____ First Name (given name) **(as it appears in your passport)** _____ Male Female

Country of Birth _____ Date of Birth month/day/year (e.g. JAN 01, 1990) _____

Country of Citizenship _____ Student's Email (Please print clearly.) _____

Native Language _____ Agent's Email (Please print clearly.) _____

Student's permanent address in home country (required):
 Check here if this is where you want your I-20 and acceptance materials to be mailed.

- I will pick up my acceptance information from the UC San Diego Extension office, Bldg E, OR
 Address to which I-20 and acceptance materials should be mailed:

Address _____ Street _____ Apartment Number _____

Address (continued) _____

City _____ Postal Code _____ Country _____

Telephone (country code/city code/number) _____

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2. Program Information

I am applying to the following program(s) (check all that apply and indicate start-date for each):

<p>I plan to enroll for: <input type="radio"/> 1 session <input type="radio"/> 2 sessions <input type="radio"/> 3 sessions <input type="radio"/> 4 sessions <input type="radio"/> not sure</p> <p>2-week English Language Programs Start-Date _____</p> <p><input type="radio"/> 2-week Academic English _____</p> <p>4-week English Language Programs _____</p> <p><input type="radio"/> 4-week Academic English _____</p> <p><input type="radio"/> Conversation (45 hours)* _____</p> <p><input type="radio"/> Conversation and Fluency (80 hours) _____</p> <p><input type="radio"/> University Preparation Academy _____</p> <p><input type="radio"/> Business English _____</p> <p><input type="radio"/> Legal English for Business _____</p> <p><input type="radio"/> English for Engineering & Technology _____</p> <p><input type="radio"/> English for Pharmaceutical Studies _____</p> <p><input type="radio"/> Medical English _____</p> <p>8-week English Language Programs _____</p> <p><input type="radio"/> Communication and Culture _____</p> <p><input type="radio"/> Intensive Communication and Culture _____</p> <p><input type="radio"/> Intensive Academic English _____</p> <p><input type="radio"/> Intensive TOEFL Preparation _____</p> <p><input type="radio"/> Intensive IELTS Preparation _____</p> <p><input type="radio"/> Intensive Business English _____</p> <p><input type="radio"/> Academic Advancement through Service Learning _____</p> <p><input type="radio"/> Intensive Legal English _____</p> <p><input type="radio"/> University Preparation Academy _____</p> <p>10-week English Language Programs _____</p> <p><input type="radio"/> 10-week Intensive Pre-University _____</p> <p>Other _____</p> <p><small>*This program does not qualify for an I-20.</small></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">University Credit Programs</th> <th style="text-align: left;">Start-Date</th> </tr> </thead> <tbody> <tr><td><input type="radio"/> University and Professional Studies</td><td>_____</td></tr> <tr><td><input type="radio"/> International Summer Session Full-Time</td><td>_____</td></tr> <tr><td><input type="radio"/> Summer Session Part-Time*</td><td>_____</td></tr> <tr><td><input type="radio"/> Summer Session Full-Time</td><td>_____</td></tr> <tr><td><input type="radio"/> Academic Connections International*</td><td>_____</td></tr> </tbody> </table> <p>Business Certificate Programs _____</p> <p><input type="radio"/> Business Essentials (1 quarter) _____</p> <p><input type="radio"/> Business Essentials (2 quarters) _____</p> <p><input type="radio"/> Business Essentials (3 quarters) _____</p> <p><input type="radio"/> Business Management (2 quarters) _____</p> <p>Please choose specialization:</p> <p><input type="radio"/> Finance <input type="radio"/> Marketing <input type="radio"/> International Business</p> <p><input type="radio"/> Business Management (3 quarters) _____</p> <p>Please choose specialization:</p> <p><input type="radio"/> Finance <input type="radio"/> Marketing <input type="radio"/> International Business</p> <p><input type="radio"/> Project Management Lean Six Sigma (2 quarters) _____</p> <p><input type="radio"/> Business Analytics (1 quarter) _____</p> <p><input type="radio"/> Digital Marketing (1 quarter) _____</p> <p><input type="radio"/> Leadership and Management (1 quarter) _____</p> <p>Teaching English as a Foreign Language (TEFL) Certificates</p> <p><input type="radio"/> TEFL Proficiency (1 quarter) _____</p> <p><input type="radio"/> Teaching English to the Young Learner (1 quarter) _____</p> <p><input type="radio"/> Special Studies in TEFL (1 quarter) _____</p> <p><input type="radio"/> TEFL Professional Certificate _____</p> <p>Please choose format:</p> <p><input type="radio"/> 2 quarters in-person <input type="radio"/> Intensive (1 quarter in-person)</p> <p><input type="radio"/> Hybrid (online and in-person)</p>	University Credit Programs	Start-Date	<input type="radio"/> University and Professional Studies	_____	<input type="radio"/> International Summer Session Full-Time	_____	<input type="radio"/> Summer Session Part-Time*	_____	<input type="radio"/> Summer Session Full-Time	_____	<input type="radio"/> Academic Connections International*	_____
University Credit Programs	Start-Date												
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<input type="radio"/> Summer Session Full-Time	_____												
<input type="radio"/> Academic Connections International*	_____												

How did you learn about our programs? Agent University Friend or Family Other _____

3. Transfer Students

Will you be coming directly from another school in the U.S.?

- No. If no, we need no further information regarding your transfer status.
 Yes. If yes, you must submit the UC San Diego Extension International Programs Academic Verification Form with the application to be considered for transfer.
Students may request for the Academic Verification Form from ipadmission@ucsd.edu.

Current school name _____ Telephone _____ Dates of attendance (Start & End) _____

4. I-20 Request

Student's FAMILY name (surname)

FIRST name (given name)

Do you need an I-20? YES. If yes, please select one: for an F-1 visa for school transfer for change of status
 NO, I do not need an I-20. I am (please check one): U.S. Citizen/Permanent Resident Other non-immigrant status (specify) _____

Financial Verification Please check source of your funds: Personal/Own Family Other (specify) _____

A. REQUIRED FOR I-20: A bank statement or signed letter of sponsorship in English by an approved company or school, dated within the last 90 days and showing enough funds for the first program which the student is applying to, plus living expenses and other costs. Please see Tuition, Fees, and Financial Verification on page A5 of the application form to determine total funds needed. If the bank statement is in a foreign currency, it must show enough funds when converted to U.S. dollars.

Name of account holder	Name of bank	Official Bank Seal/Stamp
Bank location (city and country)		
Amount of available funds in equivalent U.S. dollars (must equal or exceed amount needed in section C on page A2)	Date (within last 90 days)	
Name and Title of Bank Official	Signature of Bank Official	

B. REQUIRED FOR I-20: The family member or other person who is financially responsible for you must read this statement and sign below. "I have read the information regarding the cost of tuition and living expenses and other costs for the period of study at UC San Diego Extension. I certify that these funds are available, and I accept full responsibility for these expenses."

Name of person financially responsible (print clearly)	Signature	Relationship to student	Date (m/d/y)
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Dependents If you plan to bring your spouse (wife or husband) and/or children on F-2 visas, you must list them here. Attach additional sheet if more space is needed. Please include copy of passport name-page for each family member. (Parents and siblings are not considered dependents.)

Family name	Given name	Birthdate (e.g., JAN 01,1997)	Country of birth/Country of citizenship	Relationship to you	<input type="checkbox"/> Male <input type="checkbox"/> Female
Family name	Given name	Birthdate (e.g., JAN 01,1997)	Country of birth/Country of citizenship	Relationship to you	<input type="checkbox"/> Male <input type="checkbox"/> Female

Do any of your family members plan to study full-time at UC San Diego? Yes No

5. Payment Procedure You must submit the non-refundable application fee and express mail fee, if selected, with your application. Application fee/express mail fee must be paid by credit card. All other fees must be paid in full 30 days before your program, or you may include full or partial payment now. Payment for the UC San Diego photo ID card and for textbooks CANNOT be made in advance and can only be purchased after arrival at UC San Diego. Please indicate the amount you are enclosing with this application:

- English Language Programs application fee: \$150
- Academic Connections International application fee: \$200
- University Credit Programs application fee: \$200
- Certificate Programs application fee: \$200
- Partial or full tuition amount (ESL programs only): \$
- International Student Services fee (see pg. A5): \$
- 3-day express mail delivery of I-20 due with application: \$50
 (Strongly recommended because regular airmail can take 10-12 weeks for delivery. Fee may vary depending on location.)
- Medical insurance from UC San Diego Extension (see pg. A5): \$
- Program change fee: \$150
- Other: \$

PAYMENT OPTIONS (Please do not mail cash or traveler's checks.) TOTAL amount enclosed with this application: \$

~~I have enclosed a money order/bank draft in the amount of \$ _____ (Make checks payable to UC Regents. All checks must be drawn from U.S. banks.)~~

I would like to pay by credit card. If paying by credit card, write your full name at the top of this page and send it to our secure fax. Do not send your credit card number by email. MasterCard Visa AMEX Diners Club Discover

Credit card number	Expiration date (month/year)	Total to be charged
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Name on credit card _____ Authorized card holder's signature _____

6. Signature (Application cannot be processed without a student signature.) I certify that all application information is true and that I have read and understand the policies described in this application and the UC San Diego Extension International Programs brochure. I acknowledge that I am required to pay the non-refundable application fee even if I decide to withdraw or cancel my enrollment.

Signature of applicant _____ Date _____

**REFERRING AGENCY/UNIVERSITY
 (REQUIRED TO DOCUMENT STUDENT REFERRAL)**

Please fax, express mail, or email completed application and required documents to:

Express Delivery Address: Fax: +1-858-534-5703
 University of California, San Diego Email: ipadmission@ucsd.edu
 Extension International Student Services ip.extension.ucsd.edu
 9600 N. Torrey Pines Road, Bldg. E
 La Jolla, CA 92037-1100

ieconline GmbH
 Marienstrasse 19/20, D-10117 Berlin
 Tel. +49 (0)30-20458687
 www.ieconline.de

A) Do I need to arrive on time for my program to complete registration?

Yes, you must arrive at least one day before the published program start-date. Students who do not complete all required registration items by 4 p.m. on the first published start-date of the program must pay a Late Registration fee of \$200 USD.

B) Do I need a student visa (F-1) to attend your programs?

If your main intent in coming to the U.S. is to study, you should apply for a student visa. If you are coming to the U.S. mainly for tourism, and you also want to take English classes for your own pleasure or as recreation, then a tourist visa (B-2) or Visa Waiver (WT) is appropriate. If you are not sure whether study or tourism is your main intent, explain your plans to the U.S. Embassy or Consulate in your country and they will advise you on the appropriate visa to apply for. You should not schedule a visa interview until you have received our acceptance letter and other acceptance materials.

C) How much money do I need to study and live in the U.S.?

Please see the Tuition, Fees, and Financial Verification checklist on page A5 of this application form.

D) How long will it take to receive my acceptance information?

We will send your acceptance information as soon as possible after we receive your complete application with all required documents and fees. During peak times, it can take up to three weeks before acceptance documents are sent. For fast delivery, we recommend you choose the express mail option—see Payment Procedure in the application. Regular airmail delivery can take an average of 10–12 weeks.

E) How do I apply for housing?

Refer to our brochure or the “Housing and Student Life” tab on our website for information on housing options. When you are ready to apply, contact the individual housing vendors for their application and additional information.

F) What method of payment do I use?

Application and express mail fees must be paid by credit card. All other fees and tuition can be paid with credit card, debit card, money order or bank draft in U.S. dollars. Bank drafts must be drawn on a U.S. bank or U.S. branch office of your bank. We cannot accept Eurochecks or electronic transfers (ACH). You may also pay by bank-to-bank transfer via Western Union Business Solutions. Western Union Business Solutions offers a competitive rate of exchange for processing payments in many international currencies. For more information about this method of payment, please email ipfinancials@ucsd.edu. If paying by credit card, please do not send your credit card number to us by email. Please only send your credit card number to our secure fax number: +1-858-534-5703.

G) Am I required to purchase UC San Diego medical insurance?

Yes, you are required to purchase UC San Diego Extension medical insurance. Please see page 27 of the International Programs brochure.

H) Do I have to provide the Tuberculosis (TB) Form?

The Tuberculosis (TB) Form is only required for University Credit and Certificate Programs. These include:

- Intensive Pre-University
- Academic Connections International
- University and Professional Studies
- Summer Session
- International Summer Session
- Any other university credit program

- Business Essentials
- Business Management
- Project Management with Lean Six Sigma Green Belt
- Business Analytics
- Digital Marketing
- Leadership and Management
- TEFL Proficiency
- Teaching English to the Young Learner
- Special Studies In TEFL
- TEFL Professional Certificate
- TEFL Professional Certificate (Intensive)
- TEFL Professional Certificate (Hybrid)
- Any other certificate program

The TB Form is not required for English language programs (except for Intensive Pre-University).

Tuition, Fees, and Financial Verification Checklist

	Program	Application Fee	Express Mail (optional)	Tuition*	ISS Fee	Medical Insurance	Total to UCSD	Financial Verification** Requirement
1	2-week Academic English	\$150	\$50	\$1,200	\$140	\$90	\$1,630	\$2,510
1	4-week Academic English	\$150	\$50	\$1,900	\$140	\$180	\$2,420	\$3,900
2	Conversation	\$150	N/A	\$1,400	\$140	\$180	\$1,870	N/A
3	Conversation and Fluency	\$150	\$50	\$1,900	\$140	\$180	\$2,420	\$3,900
4	4-week University Preparation Academy	\$150	\$50	\$2,200	\$140	\$180	\$2,720	\$4,200
5	Business English	\$150	\$50	\$2,200	\$140	\$180	\$2,720	\$4,200
6	Legal English for Business	\$150	\$50	\$2,200	\$140	\$180	\$2,720	\$4,200
7	English for Engineering and Technology	\$150	\$50	\$2,500	\$140	\$180	\$3,020	\$4,500
8	English for Pharmaceutical Studies	\$150	\$50	\$2,500	\$140	\$180	\$3,020	\$4,500
9	Medical English	\$150	\$50	\$2,500	\$140	\$180	\$3,020	\$4,500
10	Communication and Culture	\$150	\$50	\$2,900	\$350	\$405	\$3,855	\$6,812
11	Intensive Communication and Culture	\$150	\$50	\$3,300	\$350	\$405	\$4,255	\$7,212
12	Intensive Academic English	\$150	\$50	\$3,300	\$350	\$405	\$4,255	\$7,212
13	Intensive TOEFL Preparation	\$150	\$50	\$3,300	\$350	\$405	\$4,255	\$7,212
14	Intensive IELTS Preparation	\$150	\$50	\$3,300	\$350	\$405	\$4,255	\$7,212
15	Intensive Business English	\$150	\$50	\$3,300	\$350	\$405	\$4,255	\$7,212
16	Academic Advancement Through Service-Learning	\$150	\$50	\$3,300	\$350	\$405	\$4,255	\$7,212
17	Intensive Legal English	\$150	\$50	\$3,800	\$350	\$405	\$4,755	\$7,712
18	8-week University Preparation Academy	\$150	\$50	\$3,800	\$350	\$405	\$4,755	\$7,712
19	Intensive Pre-University	\$150	\$50	\$5,900	\$350	\$585	\$7,035	\$10,912
20	University and Professional Studies (UPS)	\$200	\$50	\$7,800	\$350	\$585	\$8,985	\$12,142
21	International Summer Session	\$200	\$50	\$7,975	\$350	\$450	\$9,025	\$12,825
21	Summer Session (full-time)	\$200	\$50	\$6,075	\$350	\$225	\$6,900	\$8,840
21	Summer Session (part-time)	\$200	N/A	\$4,925	\$350	\$225	\$5,700	N/A
22	Academic Connections International	\$200	N/A	\$6,300	included	included	\$6,500	N/A
23	Business Essentials (1 quarter)	\$200	\$50	\$7,000	\$350	\$585	\$8,185	\$11,242
23	Business Essentials (2 quarters)	\$200	\$50	\$11,500	\$700	\$1,170	\$13,620	\$21,150
23	Business Essentials (3 quarters)	\$200	\$50	\$16,000	\$1,050	\$1,800	\$19,100	\$30,635
24	Business Management (2 quarters)	\$200	\$50	\$11,500	\$700	\$1,170	\$13,620	\$21,150
24	Business Management (3 quarters)	\$200	\$50	\$16,000	\$1,050	\$1,800	\$19,100	\$30,635
25	Project Management/Lean Six Sigma (2 quarters)	\$200	\$50	\$13,700	\$700	\$1,170	\$15,820	\$23,350
26	Business Analytics (1 quarter)	\$200	\$50	\$7,000	\$350	\$585	\$8,185	\$11,242
26	Digital Marketing (1 quarter)	\$200	\$50	\$7,000	\$350	\$585	\$8,185	\$11,242
26	Leadership and Management (1 quarter)	\$200	\$50	\$7,000	\$350	\$585	\$8,185	\$11,242
27	TEFL Proficiency	\$200	\$50	\$4,750	\$350	\$585	\$5,935	\$9,900
28	Teaching English to the Young Learner	\$200	\$50	\$4,750	\$350	\$585	\$5,935	\$9,900
29	Special Studies in TEFL	\$200	\$50	\$4,750	\$350	\$585	\$5,935	\$9,900
30	TEFL Professional Certificate	\$200	\$50	\$8,300	\$700	\$1,170	\$10,420	\$17,850
31	TEFL Professional Certificate (Intensive)	\$200	\$50	\$8,300	\$350	\$585	\$9,485	\$13,450
32	TEFL Professional Certificate (Hybrid)	\$200	\$50	\$5,950	\$350	\$585	\$7,135	\$11,100

* Additional fees may be required in some programs. Please ask at ipinfo@ucsd.edu.

** Financial Verification is the estimated total amount a student will need to study and live abroad for the duration of their program. This verification is required for the Form I-20. It includes an estimate of books and materials, transportation, housing, food and incidentals. If you plan to bring your spouse and/or children, your financial verification must include an additional \$500 per month for your spouse and \$300 per month for each child.