



## Other Visa Categories (Part 1)

If you're in another visa category and would like to enroll in college credit courses as an F-1 student, you may be eligible to apply for a Change of Status. Here are the steps you must take.

### APPLY FOR ADMISSION

[www.vvc.edu/offices/admissions-records](http://www.vvc.edu/offices/admissions-records)

Take the first step – it's fast and easy! Complete and submit your free application online.

- New and returning students (those with an absence of two consecutive primary terms: fall or spring semesters; excluding summer and winter terms) must complete an [online application](#) for admission.
- Complete your application online on the [CCCApply](#) website. Create an account using a personal email or log in if you already have an account. Remember to write down and save your Student ID number. Allow 2-3 business days for your application to be processed and to receive a Welcome VVC email with your student identification number.
- Official sealed TRANSCRIPTS from other colleges/universities attended must be emailed directly from the institution to [admissions@vvc.edu](mailto:admissions@vvc.edu) or mailed to Victor Valley College Admissions and Records Office, 18422 Bear Valley Road, Victorville, CA 92395. **We also need proof that you have had these transcripts evaluated by an accepted evaluation company from this list.**

Acronym	Evaluation Service	Contact
APIE	Academic & Professional International Evaluations, Inc.	<a href="http://www.apie.org">www.apie.org</a>
ACEI	Academic Credentials Evaluation Institute	<a href="http://www.acei-global.org">www.acei-global.org</a>
ACREVS	Academic & Credential Records, Evaluation & Verification Services	<a href="http://www.acerevs.com">www.acerevs.com</a>
AERC	American Education Research Corporation	<a href="http://www.aerc-eval.com">www.aerc-eval.com</a>
ECE	Educational Credential Evaluators, Inc.	<a href="http://www.ece.org">www.ece.org</a>
ERES	Educational Records Evaluation Service	<a href="http://www.eres.com">www.eres.com</a>
FCSA	Foreign Credential Services of America	<a href="http://www.foreigncredentials.org">www.foreigncredentials.org</a>
FSCA-WEST	Foreign Credential Services of American West, Monterey, CA	<a href="http://www.foreigncredentials.org">www.foreigncredentials.org</a>
IERF	International Education Research Foundation, Inc. Credentials Evaluation Service	<a href="http://www.ierf.org">www.ierf.org</a>
WES	Word Education Services	<a href="http://www.wes.org">www.wes.org</a>

### ENGLISH PROFICIENCY TEST SCORES

- Since classes at Victor Valley College are taught in English, proficiency is required for students whose native language is not English. Test scores allow us to accurately advise students into classes that will offer the best opportunity for success. Depending on your scores, you may be admitted to our academic programs or required to enter our English for Speakers of Other Languages (ESOL) program to continue building your English skills. TOEFL and IELTS scores are valid for two years.
  - **TOEFL: 97 (Internet-Based test) \*subject to change**
  - **IELTS: Band 7 range \*subject to change**

### COMPILE FINANCIAL INFORMATION

- We want to make sure your education won't be interrupted by a lack of finances, so we require proof that you have at least \$22,700 U.S. dollars of financial support. This is the estimated educational and living expense for one year at Victor Valley College. If you're bringing family, we will need proof of an additional \$1,000 for your spouse and \$500 for each dependent.

Based on your sponsor's status, provide us the following:

- Sponsor Financial Information (maximum (2) sponsors per student) Show proof of financial support by completing the required form and provide one (1) additional piece of documentation. All financial information must also include equivalencies in U.S. dollars.
- Affidavit of Support Form
  - Submit one (1) additional piece of documentation below:
    - The most recent three (3) months of bank statements (checking and savings accounts only) on official bank letterhead from sponsor(s). The ending balance for each month must show the amount of at least \$22,700.
    - A statement/letter on bank letterhead and signed by a bank official that certifies the sponsor's name, average balance, and affirmation that deposits have been made over the last year (letter must be recent as of three (3) months)
    - Most recent U.S. Income Tax Return.

### APPLY FOR AN I-20 & COMPLETE RELEASE (FORMS)

- Download the form and fill out the top half. Then, have your international counselor/advisor at your current school fill out the bottom half.
  - Please note: we will send your international documents according to the delivery mode you have selected on this form. If someone will be picking up documents on your behalf, including their information on this form. If the delivery mode changes, please update this information as soon as possible with International Services.

### F-1 MEMORANDUM OF UNDERSTANDING

- Once you've gathered everything above, email scanned copies to [admissions@vvc.edu](mailto:admissions@vvc.edu)



## Other Visa Categories (Part 2)

If you're in another visa category and would like to enroll in college credit courses as an F-1 student, you may be eligible to apply for a Change of Status. Here are the steps you must take.

### SUBMIT ALL DOCUMENTS

- Once you've gathered everything above, email scanned copies to [admissions@vvc.edu](mailto:admissions@vvc.edu)

### SUBMIT APPLICATION FEE

<https://webadvisor.vvc.edu/>

- A deposit of \$100 is required with the completed application before an I-20 will be issued. This sum will apply toward tuition for the first semester. If, for any reason, the student finds he/she cannot attend Victor Valley College, the \$100 deposit shall be deemed a processing cost. NO REFUND WILL BE MADE. Methods: Bank check, international money order/bank draft.

### ACCEPTANCE LETTER & I-20 TRANSFER

- Once International Student Services has received all of your documents you will be contacted in regards to your next steps for enrollment.

### ORIENTATION

*Have questions? Online and in-person orientations provide an introduction to academic programs and support services to help you succeed.*

- After you receive your Welcome email with your VVC student ID# log into MyVVC. Your orientation video can be found in the WebAdvisor App.
- For questions or issues regarding User ID/password information, contact the Help Desk at (760) 245-4271 ext. 2740, via email at [helpdesk@vvc.edu](mailto:helpdesk@vvc.edu) or visit them in building 21.

### PLACEMENT SURVEY

[www.vvc.edu/offices/guidance\\_and\\_counseling](http://www.vvc.edu/offices/guidance_and_counseling)

*Improve your chances for success! Testing helps ensure proper placement in math and English and allows you to advance more quickly to your goals.*

- The assessment placement consists of a 10-minute video and a short survey. It takes approximately 20 to 30 minutes to complete. Contact the Assessment Center at (760) 245-4271 ext. 2367 or at [assessment.center@vvc.edu](mailto:assessment.center@vvc.edu). Hours subject to change.

### EDUCATION PLAN

*Focus on your goal! Meet with a counselor and complete an educational plan to identify classes that are required to complete your certificate, degree or transfer program.*

- To schedule an appointment, log into your MyVVC and click on the "Appointments" link, and follow the instructions. (check daily at midnight for new openings)

### REGISTER FOR CLASSES

*Ready to register for classes? Log in to MyVVC and register on-line for classes on or after your assigned block in the Navigate App.*

- Your registration date will be available in WebAdvisor by selecting "My Registration Dates" approximately one month prior to the start of registration for the term. \*\*There are videos on "How to use Navigate" on Counseling's department webpage.

### REGISTRATION FEES

<https://webadvisor.vvc.edu/>

*Fees must be paid within 5 business days of registration or you may be dropped from your classes.*

#### Payment Options:

- Via WebAdvisor: - MyVVC then clicking the WebAdvisor App by using the options of "Pay in Full" or "Pay with a payment plan." Set up a payment plan at <http://mycollegepaymentplan.com/vvc/>.
- By mail - Mail payment to VVC Bursar's Office, 18422 Bear Valley Road, Victorville, CA 92395-5849 Rev. 4/15/2021
- In-person - Pay at the Bursar's Office.

**IT IS THE STUDENT'S RESPONSIBILITY TO CONFIRM THE REGISTRATION OF CLASSES AND PAY FEES. FEE PAYMENT DEADLINES ARE ENFORCED.**

### VVC ID CARD

*A VVC ID Card is required for all students and must be presented to access specific classes, computer labs, the weight room, and the library.*

- After you have registered for classes, take a valid I.D. and a copy of your VVC Registration Statement to the Associated Student Body Office in Bldg 44 to receive your VVC ID/ASB card.