

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
 - ▶ Youth Programs: \$200
 - ▶ University Credit 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 ON PAGE A4 (IF I-20 REQUIRED).
 - D **Express mail fee**, optional but strongly recommended if the physical Form I-20 is required. Directions will be emailed at the time the student is accepted into the program. Cost will vary.
 - 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. (Contact iphousing@ucsd.edu.)
 - G **Third-Party Release Form**: For students who have a financial sponsor or who enroll in our programs through a university or agent partner. Please fill out the third-party release form included with this application. For questions email: ipadmission@ucsd.edu.
 - H **Immunization and TB Forms**: All students (excluding those who are in the two-week English language program) are required to submit these forms before the program start date. The Student Health and Welfare Advisor will reach out to you after you apply to your program with details about how to submit these forms. For questions email: iphealth@ucsd.edu.
- I **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.

Note: For applications received fewer than eight weeks before the program start date, all payments and documents listed in (above) must be submitted along with the application.
2. **For English language programs:**
 - ▶ Intensive Legal English program:
 - Application must include a personal statement explaining law-related coursework or work experience, and purpose of taking this program.
 - ▶ For Graduate School Preparation Academy (GPA), students must submit the following items:
 - Proof of completion of an undergraduate degree OR
 - Letter of acceptance or provisional/conditional acceptance to an accredited graduate program OR
 - Transcripts for the most recent FOUR semesters
 3. **For Online Programs and Summer University Programs:**
 - ▶ Please visit our website for details: ip.extension.ucsd.edu.
 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).
 - ▶ A one-page statement explaining your reasons for choosing UC San Diego for your study abroad experience.
 - ▶ 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.
 - ▶ Acknowledgement form
 5. **For Business Certificates:**
 - ▶ Please visit our website for admission requirements: ip.extension.ucsd.edu
 - ▶ For the Business Management program, please indicate the program specialization on the application form.
 6. **For Paralegal Certificate:**
 - ▶ Please visit our website for admission requirements: ip.extension.ucsd.edu
 7. **For TEFL Certificates:**
 - ▶ 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.

If possible, please send page **A3** of the application and all supporting documents as one pdf file to ipadmission@ucsd.edu. To protect your credit card information, please send page **A4** of the application to our secure fax number: +1-858-534-5703.

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.

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 on page A4 of 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 check, money order, credit or debit 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. For more information about this method of payment, please email ipfinancials@ucsd.edu. If paying by credit card or debit card, please submit a complete application to ipadmission@ucsd.edu and a link to the IP Online Payment Portal will be sent to you.

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

Yes, you are required to purchase UC San Diego Extension medical insurance. Please email iphealth@ucsd.edu for details.

H) Do I have to provide the Immunization and Tuberculosis (TB) Forms?

All students (excluding those who are in the two-week English language program) are required to submit these forms before the program start date. The Student Health and Welfare Advisor will reach out to you after you apply to your program with details about how to submit these forms. For questions email: iphealth@ucsd.edu.

UC San Diego Extension International Programs 2021

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, Hotmail, Daum, and Naver email accounts are blocked by UC San Diego email.)

Family Name (surname) <small>(ATTACH COPY OF PASSPORT NAME PAGE)</small>	First Name (given name) <small>(as it appears in your passport)</small>	<input type="checkbox"/> Male <input type="checkbox"/> Female
City of Birth and 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): <input type="radio"/> Check here if this is where you want your I-20 and acceptance materials to be mailed.	<input type="checkbox"/> I will pick up my acceptance info from UC San Diego Extension office, Bldg E, OR <input type="checkbox"/> Student's mailing address for the Form I-20 and acceptance materials:	
Address Street Apartment Number	Name	
Address (continued)	Address Street Apartment Number	
City Postal Code Country	City Postal Code Country	
Telephone (country code/city code/number)	Telephone (country code/city code/number) Fax (country code/city code/number)	

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

I plan to enroll for: 1 session 2 sessions 3 sessions 4 sessions not sure

2-Week and 4-Week English Language Programs	Start-Date	Professional Certificate Programs	Start-Date
<input type="checkbox"/> Conversation <input type="checkbox"/> part-time* _____	_____	<input type="checkbox"/> Business Administration (1 quarter)	_____
<input type="checkbox"/> Conversation and Fluency <input type="checkbox"/> full-time <input type="checkbox"/> part-time* _____	_____	<input type="checkbox"/> Business Administration (2 quarters)	_____
<input type="checkbox"/> Graduate School Preparation Academy _____	_____	<input type="checkbox"/> Business Administration (3 quarters)	_____
<input type="checkbox"/> Legal English <input type="checkbox"/> full-time <input type="checkbox"/> part-time* _____	_____	<input type="checkbox"/> Business Analytics (1 quarter)	_____
<input type="checkbox"/> English for Engineering & Technology <input type="checkbox"/> full-time <input type="checkbox"/> part-time* _____	_____	<input type="checkbox"/> Digital Marketing (1 quarter)	_____
<input type="checkbox"/> Medical English <input type="checkbox"/> full-time <input type="checkbox"/> part-time* _____	_____	<input type="checkbox"/> Leadership and Management (1 quarter)	_____
<input type="checkbox"/> 4-week Academic English <input type="checkbox"/> full-time <input type="checkbox"/> part-time* _____	_____		
<input type="checkbox"/> 2-week Academic English <input type="checkbox"/> full-time <input type="checkbox"/> part-time* _____	_____		
<input type="checkbox"/> Business English full-time part-time* _____	_____		
8-Week Language Programs		<input type="checkbox"/> Business Management (2 quarters)	_____
<input type="checkbox"/> Communication and Culture <input type="checkbox"/> full-time <input type="checkbox"/> part-time* _____	_____	Please choose specialization:	
<input type="checkbox"/> Intensive Communication and Culture _____	_____	<input type="checkbox"/> Finance <input type="checkbox"/> Marketing <input type="checkbox"/> Leadership	_____
<input type="checkbox"/> Intensive Academic English or <input type="checkbox"/> part-time Academic English* _____	_____	<input type="checkbox"/> Business Management (3 quarters)	_____
<input type="checkbox"/> Intensive TOEFL Preparation _____	_____	Please choose specialization:	
<input type="checkbox"/> Intensive IELTS Preparation _____	_____	<input type="checkbox"/> Finance <input type="checkbox"/> Marketing <input type="checkbox"/> Leadership	_____
<input type="checkbox"/> Intensive Legal English _____	_____	<input type="checkbox"/> Project Management (2 quarters)	_____
Youth Programs		Add Lean Six Sigma Green Belt for an additional \$3,000 USD.	
<input type="checkbox"/> American University Experience* _____	_____	<input type="checkbox"/> Lean Six Sigma Green Belt	_____
<input type="checkbox"/> Academic Connections International* _____	_____	<input type="checkbox"/> Paralegal (1 quarter)	_____
University Credit Programs		TEFL Certificate Programs	
<input type="checkbox"/> University and Professional Studies _____	_____	<input type="checkbox"/> TEFL Proficiency _____	_____
<input type="checkbox"/> Summer University Program, part-time* _____	_____	<input type="checkbox"/> Special Studies In TEFL _____	_____
<input type="checkbox"/> Summer University Program, full-time _____	_____	<input type="checkbox"/> TEFL Professional (6-MONTH FORMAT) _____	_____
*Part-time programs do not qualify for a Form I-20.		<input type="checkbox"/> TEFL Professional (HYBRID FORMAT) _____	_____

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 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 all programs 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 _____

Bank location (city and country) _____

Amount of available funds in equivalent U.S. dollars _____ Date (within last 90 days) _____
 (must equal or exceed program amount specified on page A5)

Name and Title of Bank Official _____ Signature of Bank Official _____

Official Bank
Seal/Stamp

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) _____

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

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 Extension International Programs. Please indicate the amount you are enclosing with this application:

<input type="checkbox"/> English Language Programs application fee:	\$150	<input type="checkbox"/> 3-day express mail delivery of I-20 due with application:	\$50
<input type="checkbox"/> Youth Programs application fee:	\$200	(Strongly recommended because regular airmail can take 10–12 weeks for delivery. Fee may vary depending on location.)	
<input type="checkbox"/> University Credit application fee:	\$200	<input type="checkbox"/> Medical insurance from UC San Diego Extension (see pg. A5):	\$
<input type="checkbox"/> Certificate Programs application fee:	\$200	<input type="checkbox"/> Other:	_____
<input type="checkbox"/> Partial or full tuition (ESL programs only):	\$	TOTAL amount enclosed with this application: \$ _____	
<input type="checkbox"/> International Student Services fee (see pg. A5):	\$		

PAYMENT OPTIONS (Please do not mail cash or traveler's checks.)

▶ I have enclosed a money order/cashier check in the amount of \$ _____ (Checks must be drawn on a U.S. bank and payable to UC Regents.)

▶ I want to pay by credit card. Submit an application to ipadmission@ucsd.edu. A link to the IP Online Payment Portal and instructions will be emailed to you. The IP Online Payment Portal accepts: MasterCard Visa AMEX Diners Club Discover (Do not send your credit card number by email.)

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 _____

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

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

REFERRING AGENCY/UNIVERSITY (REQUIRED TO DOCUMENT STUDENT REFERRAL)

Agency/University name _____

Contact name _____

Fax _____ Email _____

Authorization for Release of Student Information (To be Completed by Student)

Student Information

Student information is confidential and protected by the Federal Family Educational Rights and Privacy Act (FERPA). Written authorization is required to release any information that is not considered public information. Please complete the following information.

1. _____
(Student Last Name) (Student First Name)

Authorization

I authorize the following agent, university, or individual to act on my behalf in all matters related to applying to UC San Diego Extension International Programs. I understand that all information related to applying to UC San Diego Extension International Programs will be communicated to the agent/person listed below.

Agency/University

2. _____
(Agency/University) (Agent/Advisor's **Full Legal Name**)
- _____
(Date of Birth) (Email)
- _____
(**Complete** Address: Building/Office number, Street) (City/State/Region/Province)
- _____
(Country and Postal Code) (Phone Number)

Other (family member, friend, etc.)

3. _____
(**Full Legal Name**) (Relationship to Student)
- _____
(Date of Birth) (Email)
- _____
(**Complete** Address: House/Apartment number, Street) (City/State/Region/Province)
- _____
(Country and Postal Code) (Phone Number)

Signature

By signing below, you agree to the information mentioned above. This approval will remain in your record until otherwise requested or new authorization is submitted. You can change this authorization or cancel it at any time by emailing ipadmission@ucsd.edu.

(Student Signature)

(Date)

Tuition, Fees, and Financial Verification Checklist

		Application Fee	Full-Time Programs (F-1 visa)						Part-Time Programs (tourist visa or ESTA)			
			Express Mail (optional)	Tuition*	ISS Fee	Medical Insurance	Total to UCSD	Student Visa Financial Verification**	Tuition*	ISS Fee	Medical Insurance	Total to UCSD
CONVERSATION	4	\$150	–	–	–	–	–	–	\$1,500	\$175	\$180	\$2,005
CONVERSATION AND FLUENCY	5	\$150	varies	\$2,000	\$175	\$180	\$2,505	\$4,367	\$1,800	\$175	\$180	\$2,305
GRADUATE SCHOOL PREPARATION ACADEMY	6	\$150	varies	\$2,300	\$175	\$180	\$2,805	\$4,667	–	–	–	–
BUSINESS ENGLISH	7	\$150	varies	\$2,300	\$175	\$180	\$2,805	\$4,667	\$2,050	\$175	\$180	\$2,555
LEGAL ENGLISH	8	\$150	varies	\$2,300	\$175	\$180	\$2,805	\$4,667	\$2,050	\$175	\$180	\$2,555
ENGLISH FOR ENGINEERING AND TECHNOLOGY	9	\$150	varies	\$2,600	\$175	\$180	\$3,105	\$4,967	\$2,300	\$175	\$180	\$2,805
MEDICAL ENGLISH	10	\$150	varies	\$2,600	\$175	\$180	\$3,105	\$4,967	\$2,300	\$175	\$180	\$2,805
ACADEMIC ENGLISH (4-WEEK)	11	\$150	varies	\$2,000	\$175	\$180	\$2,505	\$4,367	\$1,800	\$175	\$180	\$2,305
ACADEMIC ENGLISH (2-WEEK)	12	\$150	varies	\$1,200	\$175	\$90	\$1,615	\$2,471	\$1,000	\$175	\$90	\$1,415
COMMUNICATION AND CULTURE	13	\$150	varies	\$3,100	\$380	\$450	\$4,080	\$7,864	\$2,900	\$380	\$450	\$3,880
INTENSIVE COMMUNICATION AND CULTURE	14	\$150	varies	\$3,500	\$380	\$450	\$4,480	\$8,264	–	–	–	–
INTENSIVE ACADEMIC ENGLISH (OR PART-TIME)	15	\$150	varies	\$3,500	\$380	\$450	\$4,480	\$8,264	\$3,000	\$380	\$450	\$3,980
INTENSIVE TOEFL PREPARATION	16	\$150	varies	\$3,500	\$380	\$450	\$4,480	\$8,264	–	–	–	–
INTENSIVE IELTS PREPARATION	17	\$150	varies	\$3,500	\$380	\$450	\$4,480	\$8,264	–	–	–	–
INTENSIVE LEGAL ENGLISH	18	\$150	varies	\$4,000	\$380	\$450	\$4,890	\$8,764	–	–	–	–
UNIVERSITY AND PROFESSIONAL STUDIES	19	\$200	varies	\$7,800	\$380	\$585	\$8,965	\$14,756	–	–	–	–
SUMMER UNIVERSITY PROGRAM I OR II	20	\$200	varies	\$TBD	\$380	\$270	\$TBD	\$TBD	\$TBD	\$380	\$270	\$TBD
BUSINESS ADMINISTRATION (1 QUARTER)	21	\$200	varies	\$6,050	\$380	\$585	\$7,215	\$13,006	–	–	–	–
BUSINESS ADMINISTRATION (2 QUARTERS)	21	\$200	varies	\$12,050	\$760	\$1,170	\$14,180	\$25,962	–	–	–	–
BUSINESS ADMINISTRATION (3 QUARTERS)	21	\$200	varies	\$18,050	\$1,140	\$1,800	\$21,190	\$38,918	–	–	–	–
BUSINESS ANALYTICS (1 QUARTER)	22	\$200	varies	\$7,050	\$380	\$585	\$8,215	\$14,006	* Additional fees may be required for some programs. Please ask at ipinfo@ucsd.edu .			
BUSINESS MANAGEMENT (2 QUARTERS)	23	\$200	varies	\$12,050	\$760	\$1,170	\$14,180	\$25,962				
BUSINESS MANAGEMENT (3 QUARTERS)	23	\$200	varies	\$18,050	\$1,140	\$1,800	\$21,190	\$38,918				
DIGITAL MARKETING (1 QUARTER)	24	\$200	varies	\$6,250	\$380	\$585	\$7,415	\$13,206	** 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 cost 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 \$200 per week for your first dependent and \$100 per week for each additional dependent.			
LEADERSHIP AND MANAGEMENT (1 QUARTER)	25	\$200	varies	\$6,050	\$380	\$585	\$7,215	\$13,006				
PROJECT MANAGEMENT (2 QUARTERS)	26	\$200	varies	\$12,050	\$760	\$1,170	\$14,180	\$25,962				
PARALEGAL	27	\$200	varies	\$9,050	\$380	\$585	\$10,215	\$15,956				
TEFL PROFICIENCY	28	\$200	varies	\$6,000	\$380	\$585	\$7,165	\$12,956				
SPECIAL STUDIES IN TEFL	29	\$200	varies	\$4,800	\$380	\$585	\$5,965	\$11,756				
TEFL PROFESSIONAL (6-MONTH FORMAT)	30	\$200	varies	\$8,350	\$760	\$1,170	\$10,480	\$22,262				
TEFL PROFESSIONAL (HYBRID FORMAT)	31	\$200	varies	\$4,800	\$380	\$585	\$5,965	\$11,756				