WELCOME!

Grand Rapids Community College, established in 1914, offers opportunities for more than 30,000 students annually in degree courses, certification and training programs, workshops and personal enrichment classes. GRCC holds classes on the downtown Grand Rapids campus as well as several locations throughout Kent and Ottawa counties. GRCC hosts an average of 50-60 international (F-1 visa holding) students each year.

Grand Rapids Community College is conveniently located in the center of downtown Grand Rapids. GRCC locations allow students to enjoy the benefits of living in Michigan’s second largest city. With over one million people in the greater metropolitan area, Grand Rapids hosts numerous festivals, concerts and cultural events each year.

The city of Grand Rapids offers such attractions as the Gerald R. Ford Museum, the Van Andel Arena, Frederik Meijer Botanical Gardens, the John Ball Zoo and the Fifth Third Ballpark. Grand Rapids boasts several professional performance groups including Opera Grand Rapids, The Grand Rapids Symphony and the Grand Rapids Ballet Company.

PROGRAMS

A variety of programs are available to GRCC students. Academic curriculums provide the first two years of a four-year baccalaureate degree. Students who complete academic programs usually transfer and finish their baccalaureate program at a senior college or university. Examples of such programs include: engineering, business, medical, teacher education. Technical or career curriculums provide two or three years of training for students in specific occupational skills. At the completion of a career program, students are ready for employment. Examples of such programs include: nursing, business, computer information. Many of these programs also transfer to a four-year college or university.

For a complete listing of academic programs available at GRCC, please see page 5.
CALENDAR
The College’s academic calendar is divided into three semesters. The approximate dates are as follows:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Duration</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester</td>
<td>16 weeks</td>
<td>Late August to mid December</td>
</tr>
<tr>
<td>Winter Semester</td>
<td>16 weeks</td>
<td>Mid January to late April</td>
</tr>
<tr>
<td>Summer Semester</td>
<td>16 weeks</td>
<td>Early May to mid August</td>
</tr>
</tbody>
</table>

ENROLLMENT REQUIREMENTS
International students must attend GRCC on a full-time basis during the Fall and Winter semesters, taking a minimum of 12 credit hours each semester. No more than one (1) course per semester may be in online format. Enrollment in the Summer semester is optional and not required for International students. Any exception must be approved by the international advisor according to federal law. Federal law requires F-1 students to be enrolled full-time. Financial inability is not an acceptable reason to be enrolled less than full time.

RESIDENCY FOR PURPOSES OF TUITION
International students, as well as students holding various non-resident visa designations, are classified as “Out-of-State” for purposes of tuition rate. A change in residency status is possible only at the time that the international student obtains “permanent resident status,” commonly known as the “green card.”

MEDICAL INSURANCE
International students must obtain adequate medical insurance coverage for themselves while enrolled at Grand Rapids Community College. International students must arrange for their own health insurance, and provide documentation proving coverage through the entire duration of each Fall and each Winter semester. Insurance policies must also include medical evacuation and repatriation coverage. This is a College requirement and failure to provide proof of health insurance documentation will prevent enrollment in future semesters.

HOUSING AND TRANSPORTATION
GRCC does not have on-campus residence for students. International students are responsible for finding and securing their own housing arrangements. We do not have any campus options available. Please visit: www.grcc.edu/housing for a list of living options near campus. It is the student’s responsibility to provide transportation to and from the College. GRCC is located on the public transportation bus line. For on-campus parking options and locations, please visit: www.grcc.edu/parking.

EMPLOYMENT
The F-1 student visa permits international students to work only on-campus at Grand Rapids Community College, up to a maximum of 20 hours per week (Fall and Winter semesters), 28 hours per week during vacation periods (Summer semester). GRCC has a limited number of on-campus student work positions, therefore the international student should not plan on work positions being available while attending the College. Contact GRCC Student Employment Services for information on available positions and details on the application process. Visit GRCC Student Employee Services website to browse student employment opportunities at www.grcc.edu/ses

FINANCES
As required of all international students, applicants must provide documentation of sufficient financial resources to cover the cost of their education in order to receive an I-20 Certificate of Eligibility from GRCC. The I-20 is necessary for you to obtain the F-1 student visa.

If dependents will accompany you to the U.S., additional funds and a letter of support are also required. The letter must show that the dependents’ financial needs will be covered. The bank statement must show the availability of $5,500.00 USD per adult and $3000.00 USD per child. Also include birth certificate and/or copy of passport for each dependent. Only spouses and children qualify as dependents.

Federal law requires that applicants show proof that they have the funds to pay for their program at Grand Rapids Community College. Applicants must submit documents that confirm that funds are readily available to pay for at least one academic year and accessibility to funds in the future to complete a program of study.

Applicants will also need original financial documentation (no copies, even with stamps) to submit to the U.S. Embassy for F-1 Visa Application or USCIS for Change of Status Applications.

Acceptable documentation includes the following:

Personal (self-sponsored) | Family sponsor | U.S. host family
- A statement from a financial institution with whom the applicant or the applicant’s sponsor has deposited funds or maintained accounts. The document must verify the total amount of liquid funds available in the account, as confirmed by a bank official.
- Evidence in the form of bank documentation. A letter must be submitted from the bank on bank letterhead confirming that sufficient funds are available.
- Other documentation that the applicant feels will substantiate financial capability during enrollment at GRCC.
- Bank letter or statement should be no more than 6 months old from application date.
- Salary statements and property deeds cannot be used.
- Stock, bond, retirement and investment accounts not accepted.

Government/Employer sponsorship
- An official letter addressed to the College indicating the name of the applicant, duration of the support, the amount of funds available for each year.

Please refer to the Estimated Student Expenses Information Sheet on page 7.
ACADEMIC TRANSCRIPTS
The applicant must present proof that he or she is a graduate of an accredited secondary school before admission to the college will be granted and an I-20 document will be issued. This should include a record of any high school or post-secondary schooling the student has had in the United States as well. All information must be translated into English.

College/university records (from abroad): If you have earned college or university credit in your home country or any other country outside of the United States, you may be able to apply this credit to your enrollment record at GRCC. The College does not internally evaluate credit earned abroad, but will accept the recommendations of a professional credential evaluation service. Information on these sources is available through the GRCC Student Records Office.

ENGLISH LANGUAGE ABILITY
Grand Rapids Community College does not offer an intensive English language program, and international students seeking admission must be proficient in the English language prior to admission.

Proof of English language proficiency can be evidenced by one of the following:

a. Test of English as a Foreign Language (TOEFL) score of 525 (paper test), 197 (computer-based test), 71 (Internet-based) or better
b. International English Language Testing System (IELTS) score of 5.5 or better
c. International students are exempt from the English proficiency requirement if they have successfully completed one full academic year at a U.S. school (high school or college/university). English as a Second Language programs are excluded from this exemption.

Please note: Proof of English language proficiency does not make a student exempt from taking ESL courses at GRCC if they place into ESL classes following the LOEP (Level of English Proficiency) placement test.

The following is a list of countries in which English is the native, or dominant, language spoken by the majority of residents. Applicants from these countries are EXEMPT from the English proficiency requirement. There are many other countries in which English is a widely used as a second language; these applicants may state that all of the education was taught in English. This does NOT EXEMPT them from language requirement.

Antigua, Australia, Bahamas, Bahrain, Bangladesh, Barbados, Barbuda, Belize, Bermuda, Botswana, British Virgin Islands, Canada (except for Quebec), Cayman Islands, Dominica, Fiji, Gambia, Ghana, Grenada, Guyana, India, Irish Republic, Jamaica, Kenya, Lesotho, Liberia, Malawi, Montserrat New Zealand, Nigeria, Papua New Guinea, Sierra Leone, South Africa* (unless applicant indicates that Afrikaans is his/her native Language), St. Kitt and Nevis, St. Lucia, St. Vincent and the Grenadines, Tanzania, Tobago, Trinidad, Uganda, United Kingdom (England, Scotland, Wales, North Ireland), U.S. Virgin Islands, Zambia, Zimbabwe

TRANSFER STUDENTS
If you are currently an F-1 Student Visa holder and authorized for enrollment at another College or University or High School in the United States, and want to transfer to GRCC, you must complete all the requirements for international admission. Additionally, your previous school must verify your status during enrollment and release your SEVIS record to Grand Rapids Community College. The GRCC International Student Transfer In Form must be completed by the Designated School Official (international student advisor) at your current school.

College/university records (in the United States): If you have earned college or university credit at a nationally accredited institution in the United States, an official transcript is necessary for evaluation and awarding of transfer credit.

MAILING INFORMATION
After meeting all requirements, international students will be sent an official letter of admission and the original I-20 document needed for application at the U.S. Consulate for the F-1 Student Visa. GRCC will send all documentation by United States Postal Service first class mail. If you wish to have your I-20 sent in a different manner, you will need to make arrangements through U.S. contact. Please indicate mailing preference on the international admissions application.

DEADLINES/ARRIVAL TO GRCC
Deadlines for submitting application for admission (10 weeks prior to beginning of semester):

Fall Semester  June 1
Winter Semester  October 1
All new international students are required to attend New Student Orientation the week prior to the start of the semester. It is strongly recommended that new students arrive to the U.S. at least 2-3 weeks before the first day of classes. There are several requirements a new (and transfer) student must take care of prior to the beginning of the semester.

Upon initially arriving, students should arrange an appointment in advance to come to campus and review paperwork and regulations with the International Admissions Advisor. Students also need to take the placement test and meet with an academic counselor on campus as well. All of this should be completed by the day of New International Student Orientation. Attendance at the New International Student Orientation is mandatory.

CONTACT INFORMATION
We hope that your questions about being an International Student at Grand Rapids Community College have been answered by this informational packet. Please contact us if you have additional questions.

Angela Z. Salinas
International Student Admissions Advisor | PDSO
Office of Admissions
Main Building, Room 123
Grand Rapids Community College
143 Bostwick Ave NE
Grand Rapids, Michigan USA 49503
Telephone: (616) 234-3420
Fax: (616) 234-4107
Email: angelasalinas@grcc.edu
STEP 1: Applying and Admissions

1. Submit an application for international admission to Grand Rapids Community College. All applicants seeking an F-1 visa must have an educational goal of a degree. Application must be completed and signed by the applicant.

2. Submit copies of all immigration documents (such as passport, visa, I-94 record, previous I-20s).

3. Submit all transcripts (translated to English). Transcripts must document that the applicant's educational background is equivalent to a U.S. high school diploma in length of study and certificate.

In order to obtain college-level credit for coursework completed at an international college or university, the applicant must have a private credential evaluation agency evaluate the transcript(s). Please refer to the GRCC Student Records Office for more information.

4. Submit proof of English language proficiency (as required).

   Please note: Proof of English language proficiency does not make a student exempt from taking ESL courses at GRCC if they place into them following the LOEP (Level of English Proficiency) placement test.

5. Submit the proof of sufficient financial resources. It is imperative that adequate sources of funds be available, without working, for the duration of study.

6. If applicant is transferring from another U.S. school, sign and submit the GRCC Transfer In Form.

STEP 2: Issuing of the I-20

Once an applicant has submitted all the required documents for admission and a determination of eligibility has been made, GRCC will issue the Immigration Form I-20. The applicant will receive communication (via email) when documentation is to be mailed.

Before making an appointment at the American Embassy, the applicant should go to the Immigration & Customs website at www.ice.gov/sevis and pay the I-901 SEVIS fee. Be sure to take your I-20, receipt of payment for I-901 fee and your letter of admission from Grand Rapids Community College to the American Embassy or Consulate. **Government officials will likely need to see your financial support documents.**

Applicants should not travel to the United States unless the Form I-20 has been issued by the College and the F-1 student visa has been obtained from an American Embassy or Consulate. Please notify the International Admissions Advisor when the F-1 visa is successfully granted and of your planned arrival date.

STEP 3: Arriving to GRCC

1. Arrange an appointment to meet with International Student Admissions Advisor.

2. Take the Accuplacer placement test or LOEP (Level of English Proficiency) test (if student's language is not English), administered in the Enrollment Center at Grand Rapids Community College. Please note: All international students must take college placement test.

3. Meet with an Academic Advisor to help select and register for the required number of credits. Student is not permitted to register for classes until after testing, placement and academic counseling.

4. Make arrangements to pay tuition before classes begin. No cash, bank wires, foreign bank checks or personal checks accepted. We accept Cashier's checks, money orders, Visa or MasterCard. Tuition fees do not include textbooks, additional course and college fees or required health insurance.

5. Attend the mandatory in-person New International Student Orientation session.
# Programs

## Associate Degrees

- Accounting
- Apprenticeship Option
- Architectural Technology*
- Automotive Technology
- Business Administration
- Chemical Technology
- Child Development
- Computer Programming
- Computer Support Specialist
- Corrections
- Culinary Arts
- Dental Assisting
- Dental Hygiene
- Electrical Controls Engineering Technology
- Electronics Engineering Technology
- General Studies
- Graphics/Web Development
- Heating, Ventilation and Air Conditioning/Refrigeration Technology
- Industrial Maintenance Technology
- Interior Decorating and Design
- Juvenile Services
- Law Enforcement
- Management and Supervision
- Marketing
- Mechanical Design
- Music Merchandising
- Network Administration
- Nursing
- Occupational Therapy Assistant
- Office Administration
- Plastics-Polymer Engineering Technology*
- Quality Science
- Radiologic Technology
- Restaurant Management
- Technology Option
- Tooling and Manufacturing Technology
- Welding Technology

*There is also an articulated version of this program. See catalog for details.*

## Certificate Programs

- Addiction Studies
- Automotive Servicing
- Baking and Pastry Arts
- Culinary Arts
- Dental Assisting
- Digital Audio Specialist
- Electrical Controls/Mechatronics
- Electronics Engineering Technology
- Entrepreneurship
- Gerontology
- Heating, Ventilation, and Air Conditioning/Refrigeration Technology
- Industrial Maintenance Technology
- Infant and Toddler (CDA Formal Training Hours)
- Manufacturing Apprenticeship
- Marketing
- Mechanical Design
- Personal Chef Advanced
- Personal/Private Chef Business Certificate
- Plastics-Polymer Engineering Technology
- Police Academy
- Practical Nursing
- Preschool (CDA Formal Training Hours)
- Quality Science
- Tooling and Manufacturing Technology
- Welding

## Transfer Options

Over 5,000 students transfer from GRCC each year! Here are some transfer pathways.

### Associate of Arts (A.A.) with transfer intent

- Anthropology
- Architecture
- Astronomy
- Athletic Training
- Biology
- Communication
- Criminal Justice
- Digital Animation & Game Design
- Economics
- Education (Elementary)
- Education (Secondary)
- Engineering
- English
- French
- Geography
- Geology
- German
- Health Information Management
- History
- Hospitality & Tourism Management
- Human Resources
- International Relations
- Legal Assistant/Paralegal
- Medical Laboratory Science
- Natural Resources Management
- Nursing (BSN)
- Philosophy
- Physical Education
- Mathematics
- Physics
- Political Science
- Pre-Law (various degree options)
- Pre-Medicine (Biological Sciences)
- Pre-Optometry (Biological)
- Pre-Physician Asistant (Biological Sciences)
- Public Relations
- Recreation Leadership & Management
- Social Work
- Sociology
- Spanish
- Speech Pathology & Audiology
- Statistics
- Theater
- Therapeutic Recreation
- Women & Gender Studies
- Writing

### Associate of Science (A.S.) with transfer intent

- Biology
- Mathematics
- Physics
- Pre-Medicine (Biological Sciences)
- Pre-Optometry (Biology)
- Pre-Physician Asistant Studies (Biological Sciences)
<table>
<thead>
<tr>
<th>Programs</th>
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<tbody>
<tr>
<td><strong>Transfer Options</strong></td>
</tr>
<tr>
<td>Associate of Music, A.M.</td>
</tr>
<tr>
<td>Fine Arts, A.F.A.</td>
</tr>
<tr>
<td>Photography, A.F.A.</td>
</tr>
<tr>
<td>Pre-Art, A.A. (General Transfer)</td>
</tr>
<tr>
<td>Pre-Business, A.A. (General Transfer)*</td>
</tr>
<tr>
<td>Pre-Chemistry, A.S. (General Transfer)</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

*There is also an articulated version of this program. See catalog for details.*
International Student Tuition Costs 2016-2017

Financial Expenses Sheet

Estimated Student Expenses, based on enrollment in 30 credits of coursework for the Academic Year 2016-2017:

2016/2017 Out-of-State/International Student Tuition Rate = $353.00 per contact hour

Fall and Winter Semesters

- Tuition: $10,590.00 (30 contact hours at $353.00 per contact hour)
- Fees: $500.00 (varies each semester)
- Room and Board: $7800.00 (estimate: housing at $650 per month)
- Books & Supplies: $1500.00
- Personal/Living Expenses: $3600.00 (food, clothing, transportation, health insurance, etc.)

TOTAL: $23,990.00 USD

US Host Family (responsible for tuition, fees, books & supplies, insurance, some expenses). The host family sponsor must provide a bank statement certifying the availability of $16,000 USD.

If dependents will accompany you to the U.S., additional funds and a letter of support are also required. The letter must show that the dependents’ financial needs will be covered. The bank statement must show the availability of $5,500.00 USD per adult and $3000.00 USD per child. Also include birth certificate and/or copy of passport for each dependent. Only spouses and children qualify as dependents.

These expenses are estimates only; they are subject to change and are adjusted annually. These amounts are considered minimum expenses for two semesters and living expenses for 12 months. International students are expected to maintain sufficient funds for any possible expenses they may incur throughout their duration of study. Expenses will include tuition, fees, books, room, board, transportation, health insurance, etc. The costs on your I-20 are only average costs. Financial aid is not available to international students.

There are two required semesters of enrollment in each academic year and an optional summer semester. F-1 visa regulations require all international students to take a minimum of 12 credit hours each semester (Fall and Winter), but the contact hours you pay for may be greater than your credit hours.

You should carefully read the college catalog course descriptions to determine the number of contact hours per class required for your program of study. Some classes have more contact hours than others. A class for instance may be worth 4 credits but be 5 contact hours in length. The first number is the number of credits the course is worth; the second number is the number of contact hours for the course.

GRCC has Differential Tuition Rates specifically for Dental, Culinary and Nursing programs. For information on the rates for these programs, please visit www.grcc.edu/tuition.
GRCC Campus Map

GRCC Downtown Campus Buildings and Parking

1. College Park Plaza
2. Lyon Parking Ramp
3. Cook Academic Hall
4. Main Building
5. Calkins Science Center
6. Gerald R. Ford Fieldhouse
   6A. Ford Natatorium
7. Student Center
8. Bostwick Parking Ramp
9. Music Center
10. Learning Center
11. Wisner-Bottrell
    Applied Technology Center
12. Spectrum Theater
13. Practice Field
14. Under construction
15. Preschool (First United Methodist Church)
15A. Preschool Playground
16. McCabe-Marlowe House
17. Administration Building
18. Stewart Edward White Hall
19. Sneden Hall
   19A. Welcome Center
20. Sneden Hall Parking
21. Mable Engle
22. Carriage House
23. Lettinga House
24. Leslie E. Tassell M-TEC
25. OAISD Careerline Tech Center
26. Patrick A. Thompson M-TEC
27. West Ottawa High School - North Building
28. Midtown Center
29. GVSU's Meijer Campus

Admissions Office
(616) 234-3569

Enrollment Center
1st Floor, Main Building
(616) 234-4000

Student/Visitor Parking

For locations of independently accessible building entrances, please call (616) 234-4140.