



ATI COLLEGE

International Student Application

Main Campus

15141 Whittier Blvd., Suite 420, Whittier, CA 90603

Phone Number: (562) 864-0506

Fax Number: (562) 864-7806

Los Angeles Satellite Location

3407 West 6th Street, Suite 614, Los Angeles, CA 90020

Phone Number: (213) 232-3861

Fax Number: (562) 864-7806

Website: www.ati.edu

General Email: info@ati.edu

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Dear International Student,

The Office of International Programs & Student Services at ATI College appreciates and would like to thank you for your interest in this college.

Your main contact from this point on will be the Office of International Programs & Student Services, located in the school's general admissions department. We invite you to browse through the various sections of our college website at www.ati.edu before you complete the international student application. For any additional information and assistance, please contact us at 1-562-864-0506, 1-213-232-3861 or write to info@ati.edu.

Welcome and we look forward to meeting you in short time.

ATI COLLEGE

International Programs & Student Services

Tel. 1.562.864.0506

Fax. 1.562.864.7806

www.ati.edu

info@ati.edu

F-1 Student Information

The US Immigration and Customs Enforcement (ICE) have created an internet-based system to maintain current information on all F-1 international students. The system is called **SEVIS** (Student and Exchange Visitor Information System).

SEVIS will track F-1 students until they complete their programs and will require ATI College to report to the USCIS any students who do not maintain lawful status.

Under the new regulations, even the minor status violations (i.e., failing to inform ICE of change of address, dropping below full-time study without permission, or failure to process a timely transfer) could result in possible termination. In order to keep you well informed of these important changes, ATI College has prepared the following information for you to read. In addition, ATI College will provide students with up-to-dated information concerning these regulations as they become available or are revised.

ATI College is authorized under federal law to admin non-immigrant alien students.

International Student Admission Requirements

ATI College is authorized under federal law to admit non-immigrant alien students. Visa services are not provided. All international applicants must meet the Admission Requirements as described in this catalog. In addition to meeting the regular Admission Requirements, international students who demonstrate competence in the English language by one of the following methods are not required to complete the Vocational English* courses offered at this College: 1) graduation from a secondary or a postsecondary institution whose primary language of instruction was English, 2) proof of successful completion of a minimum of six months (two quarters) of postsecondary coursework at an accredited institution in which English was the language of instruction. All instructions offered at ATI College are in English language.

Additional Admissions Requirements for Nonimmigrant Alien Students

1. Complete and sign the International Student Application in its entirety;
2. Provide an original or official copies of all educational transcripts (high school and if applicable, university academic records) and diplomas. These educational transcripts and diplomas must be prepared in English or include a complete and official English translation;
3. Proof of English language proficiency (if applicable);
4. A completed and signed Confidential Statement of Financial Support (this statement is not required if the student is able to provide Official Bank Statements);
5. Official Bank Statements - bank statements must verify sufficient funds to cover the cost of the educational program as well as all living expenses;
6. A photocopy of the students' passport to provide proof of birth date and citizenship (students outside the United States who have not yet acquired a passport will need to submit a copy of their birth certificate);
7. For all students residing in the United States at the time of application: a photocopy of the visa page contained within the student's passport as well as a photocopy of the student's I-94 arrival departure record (both sides);
8. For all students residing in the United States at the time of application in F, M, or J nonimmigrant classification: complete the Notice of Intention to Transfer to ATI College form confirming of valid nonimmigrant status at previous school attended before transferring to ATI College. All transferring students must have the Notice of Intention to Transfer to ATI College form completed by school official.
9. \$750.00 deposit is due at the time of Application for consideration.
10. Remaining tuition balance is due at the time of receipt of F1 or M1 Form I-20.

Maintaining Your F-1 Student Status

Maintaining F-1 Student "Status" is the most important concept for F-1 students to understand. Under current US immigration law, you must "maintain your visa status." If you don't, the consequences can be serious.

How Do I Stay In Status?

- **Have a valid I-20:** I-20s have expiration dates, which can be found in item #5 on the Form I-20. If your I-20 is going to expire before you finish your program, talk to the Student Services Manager or PDSO within 30 days before the expiration date so that we may extend your program. It is your responsibility to ensure that your I-20 is valid at all times during your study in the United States. Also, keep your passport valid at all times.
- **Be a full-time student making normal progress toward completing a course of study:** In order to maintain status, F-1 student must be enrolled at all times and for a minimum of 12 hours per week and be making normal progress toward completing a course of study. "Normal progress" presumes maintaining a regular 70% attendance rate needed to pass a given class.
- **Never work without authorization!** It is illegal to work in the US as an F-1 student without proper authorization. F-1 students should ensure they have sufficient funds to study in the US without needing to work. This is a major violation of student status.

How Can I be sure I am following the Regulations?

To avoid problems with your immigration status while at ATI College, we offer you the following advice:

- You should always make sure you are enrolled for a current session unless you have completed your studies in the US and will be returning to your home country.
- Always communicate with the office regarding your plans at the end of the session. If you are returning to your country, wish to take a vacation, or plan to transfer out to a different college/university, always inform the office of your plans *before* the session ends so that your SEVIS record can be correctly updated.
- F-1 students must never accept off-campus employment before obtaining proper authorization from the INS.
- F-1 students must always keep their local address updated by reporting a change of address within 10 days of moving. Let us know immediately so we can update our records and your SEVIS record.

Please pay careful attention to your student status and make every effort to maintain it. We encourage you to speak with the student services manager/advisor with your questions and/or concerns.

Student must initial this page of international student information booklet to state and confirm his/her understanding and acceptance of the college policies set forth in this booklet. Initial: _____

International Student Policy

As an F-1 student at ATI College, please be familiar with the following requirements:

Attendance: At ATI College, we enforce a strict attendance policy. F-1 students are required to attend classes on a regular basis and must maintain a minimum of 70% attendance rate for their classes. You must inform us in timely fashion to avoid drops/termination. Students requesting leave of absence must do so in advance and in writing by completing the "Leave of Absence Request Form".

Vacation Policy: F-1 international students must finish six (6) months of study before requesting any vacation time. Any student who requests a vacation must have the intention of returning to full-time schedule. As such, tuition pre-payment is required before student is granted permission. Student must complete "Leave of Absence Request Form" for request to be considered by the student advisor.

Medical Illness or Condition: In extraordinary cases, such as illness, a leave of absence can be granted, though such a request would require sufficient documentation and the permission of the Primary Designated School Official (PDSO).

Leaving the US (Including Mexico & Canada): The PDSO's signature is required on the third page of your Form I-20 should you need to leave the United States for any period of time (including a weekend to Tijuana). Please remember that the office requires 5 working days to process your request.

School Transfer Policy: F-1 students may transfer out to a different college or university once they complete at least 50 percent of the program that is listed in their enrollment agreement and maintained their status at ATI College (including a minimum 70% attendance) and have no financial obligation to ATI College before transfer request can be approved. Student will need to forfeit 50% of paid tuition if wish to transfer out before completing 50% of enrolled program. For more details on the transfer process, please talk to your student services manager. Transfer request may be processed by submitting a "Transfer Request Form" to the student services department.

Cancellation Policy: All funds less application fee of \$750.00 paid will be returned if the student is denied for enrollment. Student has the right to cancel enrollment agreement for a course of instruction. Cancellation shall occur when the student gives written notice of cancellation at the institution's address. Student can do this by mail, hand delivery, or telegram. The written notice of cancellation, if sent by mail, is effective when it is deposited in the mail properly addressed with prepaid postage. The written notice of cancellation need not take any particular form, however expressed; it is effective if it shows that student no longer wish to be bound by the enrollment agreement. On the first day of class, student will be given two notices of cancellation forms for his/her use if decides to cancel, however, student can use any written notice that he/she may wish. You do not cancel the contract by just not attending classes.

Refund Policy: International students may cancel their enrollment at any time for partial refund. Student will need to forfeit 50% of paid tuition if wish to cancel before completing 50% of enrolled program. Pro-rated refund calculation will take place for the students that have completed greater than 50% of enrolled program. For more details on the transfer process, please talk to your student services manager. Cancellation/Refund request may be processed by submitting a written cancellation request to the student services department.

Program Extension: Program extension requests are reviewed by individually. Such request may be reviewed by the program director then by the PDSO depending on the circumstance and whether or not student has maintained their status. It is the student's responsibility to be aware of the expiration date on their I-20 and to notify the office of their intention to continue, should more time be needed to complete registered program. For more information on program extension, please speak with your student advisor. If you have any questions about your plans at the end of the session, please talk to a student advisor so that your options can be clarified.

<p>Student must initial this page of international student information booklet to state and confirm his/her understanding and acceptance of the college policies set forth in this booklet. Initial: _____</p>

International Student Application for Admission

----- FOR OFFICE USE ONLY -----
Receipt Number & Date: _____
Application Date: _____
Fee Status and Method: _____
School Official Name & Initial: _____

A nonrefundable & nontransferable international money order or credit card authorization for \$750.00 (U.S.) made payable to ATI COLLEGE must accompany this application. Nonrefundable, nontransferable applications received after the deadline for the program of your choice will automatically be changed to the next available enrollment date.

Instructions for Completing the Application Form:

Parts of the application form will be ready by machines so it is very important that you use black ink and PRINT IN CAPITAL LETTERS or type within the spaces provided. If you make an error, use correction fluid to completely erase the incorrect response.

1. APPLICATION IS FOR: _____
Academic Month/Year

2. U.S. SOCIAL SECURITY NUMBER (if any): _____

DRIVER'S LICENSE NUMBER (if any): _____ State: _____

3. LEGAL NAME as it appears on your records: _____

4. OTHER NAME(S) that may appear on your records: _____

5. CURRENT MAILING/PERMANENT ADDRESS: _____
Street number Street name Apartment no.

City State Zip code

6. FOREIGN ADDRESS (required): _____
Street number Street name Apartment no.

City State Zip code

Country International Postal Code

7a. HOME PHONE: _____
area code number

7b. MOBILE NUMBER: _____
area code number

7c. E-MAIL ADDRESS: _____

8a. BIRTHDATE (western calendar): _____ 8b. BIRTHPLACE (city & country): _____
month/day/year

9. GENDER (male or female): _____

10a. HAVE YOU APPLIED TO THIS SCHOOL BEFORE? If yes, provide month and year: _____

10b. DID YOU ENROLL? _____

11. PROPOSED PROGRAM(S): _____

12a. COUNTRY OF CITIZENSHIP: _____

ATI COLLEGE

12b. COUNTRY OF PERMANENT RESIDENCE: _____

13. CITIZENSHIP STATUS

I – U.S. noncitizen, immigrant
J – U.S., noncitizen, J visa
F – U.S. noncitizen, F visa
M – U.S. noncitizen, M visa
R – Refugee
O – Other visa (specify): _____

14. ETHNIC IDENTITY please enter a code: _____

1 American Indian or Alaskan native	2 Black, non-Hispanic, including African-American	3 Mexican-American, Mexican
A Central American	B South American	Q Cuban
P Puerto Rican	4 Other Latino, Spanish-Origin, Hispanic	C Chinese
J Japanese	K Korean	R Asian Indian
5 Other Asian	M Cambodian	L Laotian
V Vietnamese	6 Other Pacific Islander	7 White
F Filipino	8 Other	9 No Response
D Decline to state		

15a. HIGH SCHOOL LAST ATTENDED (include city and country): _____

15b. GRADUATION DATE (month/year): _____

15c. LIST IN CHRONOLOGICAL ORDER NAMES AND LOCATIONS OF ALL INSTITUTIONS ENROLLED IN AFTER HIGH SCHOOL REGARDLESS OF LENGTH OF ATTENDANCE, EVEN IF NO WORK WAS COMPLETED.

All Institutions	Enrolled (from – to)	Number of units completed (Sem. Units or Qtr. Units)	Degree Earned	Year Degree to be Received	Fee Status Res / Non
Name Country					

16a. LIST BELOW ANY COLLEGE COURSES IN WHICH YOU ARE CURRENTLY ENROLLED AND ANY ADDITIONAL COURSES YOU PLAN TO COMPLETE BEFORE ENTERING, INCLUDING SUMMER SCHOOL (use a separate sheet if more space is needed).

Institution	Term	Course No. and/or Program Title	Unit Value

16b. For transfers from U.S. Institutions, please list courses completed or in progress that are available at ATI.

Institution	Term	Course No. and/or Program Title	Unit Value	Grade

Total Unit Completed: _____

Total Unit in Progress: _____

17. ARE YOU CURRENTLY IN THE US? Yes or No: _____

18. DATE YOU ENTERED U.S. (month/year): _____

19. WHAT WAS YOUR VISA STATUS WHEN YOU ENTERED THE U.S. _____

20. TYPE OF VISA NOW HELD: _____ EXPIRATION DATE (month/day/year): _____

21. IF YOU ENTERED THE U.S. AS A VISITOR, WHAT SCHOOL ISSUED THE I-20 FORM FOR YOUR STUDENT VISA? _____

_____ DID YOU ATTEND: _____

22. IF YOU ENTERED THE U.S. ON AN F VISA, WHAT SCHOOL ISSUED THE I-20 FORM FOR YOUR STUDENT VISA? _____

_____ DID YOU ATTEND: _____ WHEN: _____

I. Foreign Transcript Information:

ATI COLLEGE must receive official transcripts of all your academic records listing the following information: Subjects completed; grades or marks received; number of hours per week or per year spent in each class; diplomas, degrees, or other certificates received. Records in a foreign language must be accompanied by a certified English translation. DO NOT send original documents which cannot be replaced; certified or photographic copies should be submitted. Students are required to present the original documents for verification in person.

NOTE: The acceptability of any foreign work and academic placement will be determined by the school.

II. Required Test:

All applicants who have not completed at least three years of course work at the secondary level or above where English is the principal language of instruction must submit scores for the Test of English as a Foreign Language (TOEFL). If you are a graduate with a bachelor's degree from a college or university where the language of instruction is not English, then you will need to take the WONDERLIC'S exam instead. If you are transferring from a college or university in the state of California, you will need to take the WONDERLIC'S exam.

I have taken or plan to take the TOEFL on (month/year) _____

I have taken or plan to take the WONDERLIC'S exam on (month/year & location) _____

III. The ATI COLLEGE expects you to provide complete and accurate responses to the items on this application for admission. Further, the official documents that you submit in support of this application must be authentic, unaltered records that pertain to you. Your signature is your certification of the accuracy and completeness of the information you provide.

I certify under penalty of perjury, or after being duly sworn, that I have provided complete and accurate responses to the items on this application. I further certify (swear) that all official documents submitted in support of this application are authentic an unaltered records that pertain to me. I authorize release of any information submitted by me in connection with this application to any person, firm, corporation, association or government agency, but only to verify or explain the information, obtain pertinent records, or in connection with perjury proceedings. I understand that any misrepresentation may be cause for denial or cancellation of admission or enrollment.

Signed at _____
City and Country Applicant's Signature Date

Print your full name: _____
Last Name First Name Middle Name

Please mail, or scan email this application to:

**ATI COLLEGE
INTERNATIONAL PROGRAMS & STUDENT SERVICES
15141 WHITTIER BLVD., SUITE 420
WHITTIER, CA 90603, USA
Tel. 1-562-864-0506**

Email: LISA@ATI.EDU

ATI COLLEGE

Confidential Statement of Financial Support

Please complete this form and return to International Admissions with all supporting financial documentation for college to process Form I-20. Failure to complete all sections may delay your admission.

Applicant's Name: _____
Last (Family) Name First (Given) Name

Birth Date: _____ Major/Program: _____ Expected Start Date: _____

Country of Citizenship: _____ Country of Birth: _____

To be completed only if you have dependents.

If your dependants are accompanying you or joining you later, please complete the following information for each one*.

NAME (Last, First Middle)	DATE OF BIRTH (mm/dd/yyyy)	COUNTRY OF BIRTH	Spouse	Son	Daughter

*Estimated cost per dependent joining you in the US is \$5,000 per academic year.

Source of Funds (must submit supporting bank documentation)

Your own funds: US\$ _____ Funds from Sponsor (parent, relative): US\$ _____

Other Funds: US\$ _____ Total Amount of Available Funds: US\$ _____

(Total amount must be greater than US \$19,500.00 FOR VESL)

(Total amount must be greater than US \$45,000.00 FOR all other PROGRAMS)

Parent or Sponsor Affidavit of Support (to be verified by parent or sponsor if support is indicated above)

This is to certify that I have read the information furnished by the applicant on this form, that it is a true and accurate statement, and that the funds are available and will be provided in the amount indicated under "Source of Funds" above:

Signature of Sponsor: _____ Date: _____

Printed Name of Sponsor: _____

Relationship of Sponsor to Student: _____

Sponsor's address: _____

Signature of Applicant

I certify that the information provided above is correct and complete and that I will notify ATI COLLEGE of any changes in my financial circumstances.

Signature of Student: _____ Date: _____

INTERNATIONAL PROGRAMS & STUDENT SERVICES

FORM I-20 APPLICATION

(Must complete if applicant has dependent(s) to add to Form I-20)

PLEASE READ: The form I-20 is necessary for an F-1 visa student to reenter the U.S.A. It may also be used by the spouse or children of an F-1 who are, or will be, F-2 visa holders.

Student ID NO: _____

Name: _____
(family name) (first) (middle)

Address: _____
(street number) (city) (state) (zip)

Telephone No: _____
(area code) (number)

Alternate Contact No: _____
(area code) (number)

If this I-20 is for, or includes, spouse and/or children who are F-2s, please complete the following:

Spouse:	Date of Birth:	Gender:
Child 1:	Date of Birth:	Gender:
Child 2:	Date of Birth:	Gender:
Child 3:	Date of Birth:	Gender:
Child 4:	Date of Birth:	Gender:
Child 5:	Date of Birth:	Gender:

Student Signature: _____ Date: _____

ATI COLLEGE

Notice of Intention to Transfer to ATI College

All F-1 and M-1 visa students applying to ATI College currently in the United States must present this form for completion by their last authorized school (and may remain in the United States only if starting a new program of study within five months of the program end date of your previous program) in accordance with 8 C.F.R. Section 214.2(f)(m).

SECTION I: To be completed by the student.

Family Name: _____
First Name: _____
SEVIS ID #: _____
Date of Birth (Mo/Day/YYYY): _____
Country of Citizenship: _____
Signature of Student: _____

**SECTION II: To be completed by the International Student Advisor/Designated School Official.
Please check and fill in the blank where applicable or circle the appropriate listed item.**

The above name student is

_____ Enrolled full-time, maintaining F-1 (or M-1) status and eligible to transfer. SEVIS release date: _____

The student's dates of attendance at this institution: from _____ to _____

_____ Out of status and must apply for reinstatement or has a reinstatement pending with your institution.

_____ On Optional Practical Training. EAD card date: from _____ to _____

While attending your institution was the student authorize to drop below minimum unit requirements: **Yes / No**
If Yes, what was the degree level: **Certificate / AA / BA or BS / MA or MS / PHD** for What reason: **Medical / Academic**

Additional comments: _____

Name and Title of Designated School Official Signature Date

Name, Address of Institution and Official School Seal SEVIS School Code Phone/Fax

Please refer to information below when you release this student to ATI College:

ATI COLLEGE

SEVIS School Code: LOS214F18250000 or LOS214F18250003

Attention: INTERNATIONAL PROGRAMS & STUDENT SERVICES

MAIN: 15141 Whittier Blvd., SUITE 420, Whittier, CA 90603

SATELLITE: 3407 W. 6TH STREET, SUITE 614, LOS ANGELES, CA 90020

EMAIL: lisa@ati.edu

☐ WHITTIER, CA (LOS214F18250000)

☐ LOS ANGELES, CA (LOS214F18250003)

TEL. 1-562-864-0506 FAX. 1-562-864-7806

ATI COLLEGE
15141 Whittier Blvd., Suite 420
Whittier, CA 90603
T. (562) 864-0506
F. (562) 864-7806

One Time Credit Card Payment Authorization Form

Sign and complete this form to authorize **ATI COLLEGE** to make a one time debit to your credit card listed below.

By signing this form you give us permission to debit your account for the amount indicated on or after the indicated date. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

Please complete the information below:

I _____ authorize **ATI COLLEGE** to charge my credit card
(full name)
account indicated below for _____ on or after _____. This payment is for
(amount) (date)
_____.
(description of goods/services)

Billing Address _____ Phone# _____
City, State, Zip _____ Email _____

Account Type: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover
Cardholder Name _____
Account Number _____
Expiration Date _____
CVV2 (3 digit number on back of Visa/MC, 4 digits on front of AMEX) _____

SIGNATURE _____ DATE _____

I authorize the above named business to charge the credit card indicated in this authorization form according to the terms outlined above. This payment authorization is for the goods/services described above, for the amount indicated above only, and is valid for one time use only. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated in this form.