

**Sauk Valley Community College
October 20, 2025**

Action Item 4.2

Topic: **Board Policy *504.01 International Students* – Second Reading**

Mission: **Sauk Valley Community College is dedicated to teaching and scholarship while engaging the community in lifelong learning, public service and economic development.**

Presented By: **Drs. David Hellmich and Lori Cortez**

Presentation:

The administration is continuing its process of reviewing all Board policies annually. As a part of this review, minor clarifying edits are being recommended for this attached policy.

Recommendation:

The administration recommends the Board approve the revisions to *504.01 International Students*, as presented for a second reading.

Board Policy 504.01 International Students

1. The Board recognizes the value of international studies and promotes international student enrollment at SVCC. Pursuant to applicable regulations [8CFR 214.2 (f)], the College has been authorized to enroll nonimmigrant international students into approved programs of study. International students are defined as any individual admitted to the United States on an F-1 student visa and/or students issued the Student and Exchange Visitor Information System (S.E.V.I.S.) Certificate of Nonimmigrant Eligibility (Form I-20). International students must meet the following requirements prior to being issued a Certificate of Nonimmigrant Eligibility (Form I-20):
 - a. Have completed the equivalent of a high school education, as evidenced through United States transcripts, and/or a course-by-course foreign credential evaluation performed by an organization that is a member of the National Association of Credential Evaluation Services.
 - b. Demonstrate an established level of English Language proficiency via valid and accepted tests of English as a Foreign Language, through proof of English as a primary language of secondary instruction, or via completion of English Composition course work at a regionally accredited U.S. post-secondary institution.
 - c. Provide a photocopy of a passport or birth certificate in order to validate date of birth, citizenship, and legal name.
 - d. Submit a completed Student Information Form.
 - e. Provide official transcripts from all secondary and postsecondary institutions attended. A foreign credential evaluation is required for any coursework completed outside of the United States.
 - f. Provide evidence of adequate financial support to include a financial sponsor affidavit and bank statement or official bank letter that is dated within six months of the application for admission. Bank statements submitted using any currency other than the U.S. dollar will be converted to U.S. dollars using a web-based currency conversion tool. Available funds must be equal to or greater than the total cost of a student's attendance for the academic year in which the student begins study at SVCC, in U.S. dollars after conversion.
 - g. Meet all requirements for admission into the United States as set forth by United States Customs and Immigration Services (U.S.C.I.S.).
 - h. Comply with all other requirements established by the Office of Admissions and Records and the Sauk Valley Community College academic catalog. International students are charged the out-of-state tuition rate. At the discretion of the College, international students participating in intercollegiate athletics, those who are residing with or being sponsored by a resident of the district, or those who have graduated from an in-district high school may be charged in-district tuition rates.
2. Once the admissions process is appropriately completed, a Designated School Official may issue the student a Certificate for Nonimmigrant Eligibility (Form I-20). The student then pays the SEVIS I-901 fee and may apply for an F-1 visa at a United States consulate. . Visa processing times vary by country and may take one month or more. Students should never make travel plans until a visa has been received and accept total responsibility for ensuring adequate time for visa processing and travel. New international students are not permitted to enter the United States more than 30 days prior to the start date listed on their Form I-

20. Students are strongly encouraged to arrive on campus in appropriate visa status at least one week prior to the start of term to allow time for any necessary placement testing, course registration, and international student orientation. International students who arrive on campus after the start of term may not be permitted to begin classes. Travel plans must be made accordingly, and the student assumes full responsibility for all travel costs.

Revised: 02-12-1979, 03-23-1987, 10-27-2003, 09-26-2011

Cabinet Reviewed: 10-08-2024,