International Student Guide

Step 1:

Create an International Programs Account at: https://csumbeeip.com/internationalapplication

This account will be used to complete the application.

- Input your name exactly as it is on your passport including all names.
- Input your personal email and phone number
- Create your Application Login Information
- Select Register
- Once you select Register you will be taken to the application page 1

California State University MONTEREY BAY

Welcome to CSUMB Extended Education & International Programs - Semester@, Exchange registration

Since you are new around here, we need to get a few details from you before you can access CSUMB Extended Education & International Programs.

Personal Details

First Name (required)

Last Name (required)

Contact Details
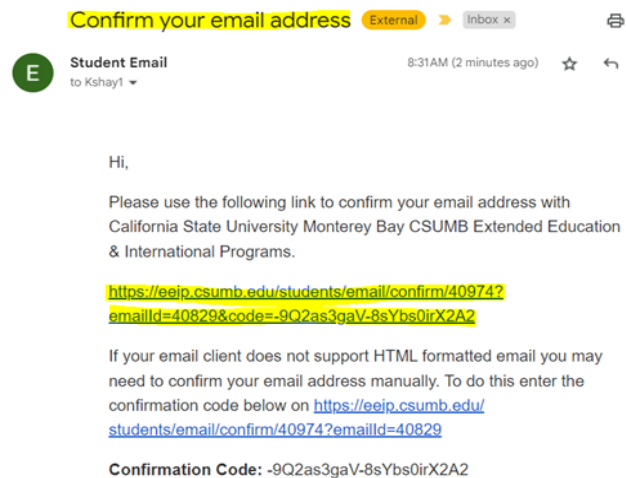
Personal Email (required)

Phone (required)

Create a EEIP Application Login

Username (required)

Password (required)

Confirm Password (required)

Register

Step 2:

You will want to confirm your email address by clicking on the link that is sent to your email after registering. The email will look like this.

Confirm your email address External ▸ Inbox ✕

E Student Email   8:31AM (2 minutes ago) ☆ ↩
   to Kshay1 ▾

Hi,

Please use the following link to confirm your email address with California State University Monterey Bay CSUMB Extended Education & International Programs.

https://eeip.csumb.edu/students/email/confirm/40974?emailId=40829&code=-9Q2as3gaV-8sYbs0irX2A2

If your email client does not support HTML formatted email you may need to confirm your email address manually. To do this enter the confirmation code below on https://eeip.csumb.edu/students/email/confirm/40974?emailId=40829

Confirmation Code: -9Q2as3gaV-8sYbs0irX2A2

California State University MONTEREY BAY

Log in with CSUMB Otter ID

Students

OR

Log in with your EEIP Application Login (all users)

Username

Password

Log in

Reset your Password

New User?

Note:

If you want to log out and log back in to complete the application at a later date, you can use this link: https://eeip.csumb.edu/students/

- Log back in with your EEIP Application Login information
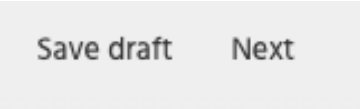- DO NOT try to log in with a CSUMB Otter ID

Step 3:

Summary of documents needed.

Please name files (lastname-firstname-File) ie. last-first-passport.pdf
- Unofficial Transcript
- Passport
- Proof of Language Proficiency
- Financial Affidavit
  - Semester@ Program affidavit
  - Exchange Program affidavit
- Proof of Funding
- If Bringing a Dependent - Proof of relationship (Marriage or Birth Certificate)

You can save your progress as you complete the application. At the bottom of each page of the application are options to Save Draft or continue to the next page.

Save draft   Next

International Application

International Programs Application

You will need:

Page 1: Application Information
Page 2: Personal Information
Page 3: Program Information

- Incoming Program School
- Transcript Upload
- Home University Program Coordinator Name and Email address

Page 4: Passport Information

- (If Not U.S. Citizen)
  - Passport Number (If Not U.S. Citizen)
  - Passport Upload (If Not U.S. Citizen)
  - Dependent Information (If Applicable)
    - Upload proof of relationship (Marriage Certificate or Birth Certificate)

Page 5: Language Proficiency

- Proof of Language Proficiency Upload

Page 6: Financial Informatio

- Financial Affidavit Upload
- Proof of Funding Upload

Page 7: Health Insurance Information

Page 8: Special Needs or Circumstances

Page 9: Emergency Contact Information

- Name, phone and email of emergency contact.

Page 10: Acknowledgement and Application Submit

Page 1 of 10

Step 4:

Complete student information

Student Information

Name (required)
Provide your legal name as printed on your passport.

First Name
International

Last Name
Test

Gender (required)
Legal Gender as reference to your passport
○ Male
○ Female
○ Non_Binary

Contact Information (required)

Email

Phone
8311112222

Mobile

Current Address

Address

City / Town

State

Country

Postcode

Permanent Address

Address

City / Town

State

Country

Postcode

Page 2 of 10

Save draft   Previous   Next

Step 5:

Complete program information

Program Information

Term (required)

Select Term ⌄

Incoming Program Type

Please verify that your program selection is correct before proceeding.

Students from Affiliated Exchange Programs: If you are participating in an Exchange program with CSU International Programs (CSUIP), National Student Exchange (NSE), IREX, World Learning or AMIDEAST please make sure that you have selected the incoming program type that corresponds to your program.

Students coming from Partner Universities: If you are an Exchange (non fee paying) or Semester@CSUMB (fee paying) student coming from a partner university, please select your program first and then the name of your university.

Students Not Affiliated with a Partner University or Exchange Program: If you are not affiliated with any of the schools listed or an affiliate Exchange program and are attending CSUMB as a fee-paying semester or year long student, please make sure you have selected the Semester@CSUMB program and leave incoming Programs blank. This includes students working with an agency.

Drop-down List

Semester@ CSUMB (Fee Paying Program) ⌄

Current University Information

Incoming Programs (required)

⌄

Area of Study

⌄

Education Level

⌄

Transcript Upload (required)

Please upload a copy of your academic transcript(s) in English Please upload a list of courses that you are currently enrolled in, if they are not reflected in your transcripts.

Upload file

⬆ Browse

International Programs/Exchange Coordinator Contact Information

Please list the authorized individual with whom we can discuss academic, health and program related matters. Please put your home university coordinator, advisor or agent in this section. If you are an individual that has no home university coordinator, advisor or agent, please put your own information in this section.

International and National Exchange Students: Please provide the name of your International Programs Office coordinator/advisor below.

Students working with an Agent: Please enter your agent contact information below. We will use this to verify that you are coming through an agency. However, admission emails and immigration documents will be sent directly to you.

CSUIP, IREX, World Learning, AMIDEAST or other affiliated programs: Please provide name and contact information for your affiliated programs coordinator below.

All other students not affiliated with a partner university, program or agent: If you are not currently attending another institution or affiliated with one of our partner universities or programs or working with an agent please put N/A in the Name of Home University or Exchange Program field and enter your name and address.

Home University Exchange or Agent

Name of Home University, Exchange or Agent (required)

Coordinator First and Last Name (required)

First Name Last Name

International Programs, Exchange Coordinator or Agent Phone Number

International Programs, Exchange Coordinator or Agent E-Mail (required)

☐ **Student Acknowledgment** (required)

I agree with the above statements and understand who my admission, immigration, health and safety information can be shared with during my study.

Step 6:

Complete passport information.

Note: if you are not a U.S. citizen you will need to upload a copy of your passport.

Passport Information

Passport Information

Are you a U.S. Citizen (required)
○ Yes
● No

Country of Birth (required)

⌄

City of Birth (required)

Date of Birth (required)

📅

Ethnicity (required)

⌄

Country of Citizenship (required)

⌄

Passport Number (required)

Passport Expiration Date (required)

📅

Passport Scan Upload

Upload file

⬆ Browse

Will you be bringing dependents along that will require a visa?
○ Yes
● No

Save draft   Previous   Next

Step 7:

If you are bringing dependents (family members) you will need to select "yes" and complete the dependents section. A copy of their passport and a copy of proof of relationship such as marriage certificate or birth certificate will be required.

Will you be bringing dependents along that will require a visa?
- ● Yes
- ○ No

Required Dependent Information (required)

> Family name(s) exactly how it appears on passport
> First name(s) exactly how it appears on passport
> Date of Birth (Month, Day, Year)

Dependent Information Needed

- Family name(s) exactly how it appears on passport
- First name(s) exactly how it appears on passport
- Date of Birth (Month, Day, Year)
- Country of Birth
- City of Birth
- Country of Citizenship
- Gender
- Relationship to I-20/DS-2019 holder

Dependent Information

Understand that all dependents and spouses coming on a F-2 or J-2 visa will not be automatically be enrolled in the CSUMB Student Health Insurance Plan. However, J-1 students will be responsible for purchasing the J-2 insurance plan separately through Cigna Insurance. This insurance plan meets the minimum requirements for compliance with federal and university regulations regarding exchange visitor programs. The cost of this insurance will be paid by J-1 students directly to the insurance company and will be required to send proof of the coverage of the J-2 dependent to a CSUMB ARO. F-1 students can select any health insurance plan for their F-2 dependents. This coverage will also need to be emailed to a CSUMB DSO prior to arrival.

Dependent Email (required)

Dependent Phone Number (required)

Dependent Passport Upload (required)
Upload file
[⬆ Browse]

Proof of Relationship (required)
Please upload a Birth Certificate or Marriage Certificate
Upload file
[⬆ Browse]

Page **4** of **10**

Save draft   Previous   Next

Step 8:

Upload your proof of English Language proficiency.

Page **5** of **10**

Language Proficiency

Language Proficiency

If English is not your first language, you must demonstrate proficiency in English to be accepted to any of our nondegree programs. Language proficiency must be determined prior to admission. Students may demonstrate proficiency in one of the following ways:

- Earning an internet-based TOEFL score of 61 or paper-based score of 500
- Earning an IETLS score of 6.0
- DuoLingo score of 90
- Completing a minimum of three years of academic courses with English as the sole language of instruction (Must show proof with transcripts)
- Earning at least a B2 level through test results from the DAAD or Cambridge English Exam.
- Or other English proficiency results as per agreement (must check with Home Institution International Coordinator or Agent for information)

Have you completed a minimum of three years of academic courses with English as the sole language of instruction?
- ○ Yes
- ○ No

File Upload (required)
Upload file
[⬆ Browse]

Page **5** of **10**