

INTERNATIONAL STUDENT

International students, by definition, are individuals who are citizens of countries other than the United States, have visas for educational purposes, and intend to return to their home country upon completion of an educational program. COM is authorized under Federal law to enroll nonimmigrant students.

International students must carry a minimum of 12 semester hours to meet requirements of the U.S. Immigration and Customs Enforcement. It is essential that international students have sufficient funds to cover their expenses while in this country. The international student tuition is outlined on the Tuition and Fee Schedule.

To be admitted as an international student, students must:

Step 1 - Apply

Apply online at the ApplyTexas website (<http://www.applytexas.org>). There is no charge to apply.

Step 2 - Required Documents

Contact the International Student Advisor to obtain an International Student Application packet or download the packet from our website (<http://www.com.edu/international>).

Step 3 - Testing

Meet with an advisor to determine testing needed for enrollment. For more information about testing, visit: <http://www.com.edu/testing-center/tsi-assessment>.

Note: Prior to registering for classes, students must provide information to document their Texas Success Initiative (TSI) exemption or compliance. This can be done by testing on campus, providing official test scores, or documentation of exemption (see section titled TSI Exemptions).

Step 4 - Transcripts

Request all official transcripts from high school and/or all colleges attended. Send or bring official transcripts, unopened, to the Admissions and Records Office.

- Foreign transcripts-Documents must be evaluated by an approved evaluation agency. For additional information on this requirement visit our website (<http://www.com.edu/international>).
- Evaluation-To request an evaluation of U.S. college transcripts, go to the Enrollment Center to speak with an advisor and complete the Transcript Evaluation form. All transcripts must be received and on file at COM before the Transcript Evaluation form may be submitted. For additional information on this requirement visit our website (<http://www.com.edu/admissions/transcript-evaluations>).

Step 5 - Meningitis

Some student may be required to provide proof of bacterial meningitis vaccination. Vaccination must be taken at least 10 days prior to the first day of class. Documentation should be submitted to the Admissions and Records Office. For additional information on this requirement visit our website (<http://www.com.edu/admissions/meningitis-vaccinations>).

Step 6 - Advising

Meet with an advisor to discuss test results, identify career goals, create an educational plan and select courses. Advisors are located in the Enrollment Center, Room 158. For additional information on this requirement visit our website (<http://www.com.edu/student-services/academic-advising>).

Step 7 - Orientation

It is mandatory for all first-time-in-college students to attend new student orientation. After being fully accepted, sign up for New Student Orientation at <http://www.com.edu/student-services/orientation>.

Step 8 - Register

Register and pay for classes - Login to WebAdvisor at <https://webadvisor.com.edu/>. For assistance with online registration visit our website (<http://www.com.edu/admissions/registration>) or call the Student Help Center, 409-933-8663. Payment plans are available.

Step 9 - Payment

For additional information on payment plans visit our website (<http://www.com.edu/payments/payment-plan>) or call the Student Help Center, 409-933-8663.

Step 10 - Student ID

Go to the Gym after paying for the first semester of classes to get a free ID card.

Step 11 - Parking Permit

A parking permit should be displayed on each automobile parked on any COM campus. Parking permits are available in the Campus Police office at no cost. Students will fill out a brief application and will need their vehicle license plate number(s). A current student ID card or state issued picture ID is required to receive a parking permit. A fine will be imposed on any student who fails to comply with parking regulations.

Step 12 - COM Email

Go to <http://www.com.edu/help-center/email-create> to set up an official COM email account. Official communication from the College to the student is sent through this email account.

Step 13 - Textbooks

Purchase required course textbooks. Required textbooks are available in the COM Bookstore; however, students may purchase textbooks from other preferred vendors. A student attending COM is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Step 14 - Attend

Attendance at all classes is required. Contact the instructor if unable to attend class. Contact information is available in the course syllabus.

Step 15 - Connect

Attend club kickoff. Join a study group. Go to professor's office during office hours. Join a club or organization. Build connections on campus

and have fun! For more detailed information, visit the Student Life website (<http://www.com.edu/student-life>).

Need Assistance?

International students should contact the Office of International Affairs located in the Admissions and Records Office or visit the International Student website for specific details on the admission process. For more detailed information, visit our website (<http://www.com.edu/international>).

For assistance with this process, students are encouraged to contact the Student Help Center at 409-933-8663 or visit the Student Help Center located in Room A-146 of the Enrollment Center.