

International Student Program Program Review 2005

1. Program Description and Scope

- The International Student Program is currently part of the Admissions and Records Office and processes international students' records from initial inquiries, through the application and admission process, provides information on obtaining a student visa to enter the United States, or applying to Immigration for a change from another visa category.
- The office is responsible for entering and maintaining the student records in SEVIS (Student and Exchange Visitor Information System), from entering the first information, producing the form I-20, and updating registration information each term or more often if changes occur, address changes and other changes in the student's status.
- Student records must also be maintained in the College's Datatel system.
- The Director of Admissions and Records:
 1. Assists students who have fallen out of status with reinstatement applications where appropriate.
 2. Provides endorsements for students planning to travel outside the U.S.
 3. Approves international student applications for off-campus employment, leaves of absence, changes in enrollment status, optional practical training, etc.
 4. Writes letters for international students requesting concurrent enrollment at another college, or whose relatives need assistance in obtaining visitor visas to enter the U.S. (e.g. to attend Commencement).
 5. Assists students in obtaining Social Security Numbers.
 6. Process records for students within the U.S. transferring to Ohlone, and assists Ohlone students to transfer to other institutions.
- The Director provides an orientation for entering international students to assist them in understanding Ohlone College's policies and procedures and to advise them on immigration requirements for maintaining their student status
- The International Student Program is frequently a community member's first interaction with the College, in response to initial inquiries and applications.

2. Relationship to Ohlone College Mission and Goals

- The program supports the College's multicultural, diversity and international goal by being the home of the College's International Student Program, processing applications for international students and supporting their enrollment and progression through their Ohlone College programs. In addition over 20% of the student population are not U.S. citizens, and many make their initial Ohlone contact by calling the International Student Program. Most of these students are not international students (in the sense of holding student F-1 visas) but Admissions and Records is required to verify their immigration status at the time of application, and answer many questions about community college policies and procedures. This involves both an extensive knowledge of the California Education Code, the difference between educational systems in the United States and other parts of the world, United States immigration policy and procedures, and skills in explaining these requirements to a diverse population.

- The program maintains communication with the College's international students as well as communicating with staff and faculty on F-1 federal regulations.
- The office supports professional development, such as participation in the annual local meetings of college international Student Program staff (BAPIER). The Director participated in the national/international meeting of NAFSA (Association of International Educators) in Seattle in May, and has attended other training updates on immigration and international student matters.
- The program must comply with all federal regulations and college policies, and maintain the highest standards of ethical conduct as outlined in the NAFSA Code of Ethics.

3. Program Student Learning Outcomes

- Support student success by encouraging student responsibility in managing their academic records.
- Track numbers of international students who complete Ohlone graduation requirements, and numbers who transfer to four year institutions.

4. Achievements

- Increase in the number of international students at Ohlone. In Fall 2005 there are 67 students from 15 countries, which indicates a gradual increase following the September 11, 2000 decline. Over 25% of our students are from China, Hong Kong and Taiwan; over 80% of Ohlone's international students are from Asia.
- Development of an International Student Newsletter.
- Two international students were awarded Ohlone scholarships this fall.
- Development of a special orientation program for international students, which students evaluated highly.
- Association with Hobsons, the international recruitment service with Ohlone featured in their Asia/Pacific and Latin American books and websites. Forty-one contacts have been received from Hobsons since August.
- Meetings of International Student Program Committee to review policies and procedures – Dean of Counseling, a Counselor who herself was an international student, and an ESL instructor. The Committee approved lowering the College's TOEFL (Test of English as a Foreign Language) requirement from 510 to 500, as it had been higher than all other California Community Colleges. The Committee also reviewed applications which required special consideration.
- Transfer to 4 year institutions.

5. Areas Needing Further Development

- The College needs to focus on its goals for increasing international student enrollment and the methods for achieving this. Questions to be answered are:
 1. Does the College hope to increase international enrollment through agreements with other colleges? Planning should include type of programs, short or long-term, and type of visa or immigration status required.
 2. Should the College develop more promotional material to send to interested students and recruiters?

3. Does the College intend to use international recruiters, other than the Hobsons service to which the College now subscribes? Would the College pay for these services?
 4. Does the College plan to develop an Intensive English Program, with a lowered or no TOEFL (Test of English as a Foreign Language) requirement?
- A dedicated Director is needed to provide adequate services to existing Ohlone College international students, and is essential to further the College's goal of recruiting more international students. As the attached chart shows there is a huge need to be able to answer questions and follow up on applications to achieve final student enrollment. The "yield" is directly related to the time spent recruiting and communicating with students to answer their inquiries. The Director of Admissions and Records currently provides immigration and visa counseling to international students on maintaining their immigration status, applying for changes in status and any other immigration related issues.
 - At this time the office has not been able to follow up on the contact information provided by Hobsons due to a combination of technical difficulties and staffing shortages.
 - At the first International Student Orientation 14 out of 15 students attending, answered "yes" to the question asking if they would like an international student club. A dedicated director would be able to provide leadership for this club, which would be a valuable support for international students. The club should also be open to all interested students including those participating in Ohlone Study Abroad programs, those of international origin although not F-1 visa students, and U.S. students interested in assisting and learning more about international education.
 - The College probably needs to consider provision of some housing options for international students. This could be part of new development of the College frontage area, or with an interim agreement with another Fremont college, Devry University. Either option would require considerable study and monitoring to be successful.
 - International students now use the College's counseling services both for academic and personal counseling. Although international students may meet with any counselor, two Ohlone counselors, Mandy Yip and Mike DeUnamuno, have expressed a special interest in working with them, and have met with many of our international students. Both Mandy, and Rosemary O'Neil, the College's Personal Counselor presented to entering international students, as part of their orientation. As the College's international student population increases the College may wish to consider a dedicated international student counselor.
 - Gradual phasing in of funding for International Student Program from international student fees, as recommended by the International Student Task Force,

Attachments:

Enrollments over the last X years

Count of current international students by country of residence

Survey of new students attending international orientation

Fees paid by international students