

A guide to Prepare for Your First Quarter

IMPORTANT: *If your admission was very recently processed, you may not be able to log in to the several portals we mention in this document such as: MyPortal/CANVAS or request for Assessment etc. Please wait and try again at a later time. Contact us at: daintladmissions@deanza.edu if it is a week before your assigned registration date and you still cannot access MyPortal, thank you.*

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Complete assessment in math and English/ESL

- ❖ Watch the [Assessment Video](#)
- ❖ Then, DO THE FOLLOWING:
 1. Use the Assessment Center's [online contact form](#) to submit your request to complete assessments. Be sure to include your full name (*as listed on your passport*) and CWID. **ALERT:** Be sure to enter your email correctly!
 2. The Assessment Center will contact you via email with details about how to proceed. Please monitor your email closely.

IMPORTANT! If you do not complete your assessments, you **will not** be able to register for English, ESL or math courses.

- ❖ Completion of the **Language Arts and Math** assessments are a new student priority enrollment requirement. The completion of assessments is also required if you're planning to register for any Language Arts (**English or ESL**) or **math courses**, or any course that has an English, ESL or math prerequisite.
- ❖ The Assessment Center offers online Language Arts and Math assessments. To determine which type of assessment you need to complete, take the [Learn Your Options survey](#).
- ❖ To learn more about Assessment, review their [website](#)
- ❖ **Chemistry/Biology**
Not all students need to take the **Chemistry/Biology** exams, but if you are interested, please read more at: <http://deanza.edu/assessment/science.html>

CANVAS and ISP New Student Registration Module

- ❖ De Anza uses a program called CANVAS for online classroom. Depending on your instructor, it can be used for lectures, assignments, quizzes, discussions with your classmates, and more. As a new student, we ask that you review ISP CANVAS MODULES on various topics at:
<https://deanza.instructure.com/enroll/3KDAYG>
- ❖ The ISP New Student Registration Module is a very useful tool to learn how to register for classes and what classes new, first time students should be choosing for their first quarter at De Anza. Log onto: <https://deanza.instructure.com/enroll/FNCYE4> Be sure to click “Enroll in Course” and then click on: “Go to the Course.”

My Portal and class registration

- ❖ You will register for your classes using our online system called [MyPortal](#).
- ❖ Check [Myportal](#) for YOUR registration date AFTER the [schedule of classes is OUT](#).
- ❖ Register for classes on your assigned date and time.
- ❖ To register for classes, you will need your CWID. If you are logging in for the first time, you will also need to create a password. For more information and a demonstration on how to register for classes, please review the [ISP New Student Registration Module](#) in CANVAS.

TIPS:

Do Not Delay registering for classes!

Do Not wait until orientation!

Enroll on your assigned date and time - classes fill up fast!

BE PREPARED by having your assessments done!

12 Units Requirement

International F-1 visa students who will be studying from **INSIDE** the U.S. **MUST:**

- ❖ register in, maintain and complete **12 units each quarter** (fall, winter, and spring). Plan accordingly!
- ❖ Only **one online class** counts toward the 12-unit requirement each quarter.
- ❖ Hybrid classes (that include both online and on-campus instruction) are treated as on-campus classes.

An easy formula to remember:

Take 9 units of on-campus or hybrid classes

The rest of your units can be online

- ❖ **ALERT:** if Summer is **your first quarter**, enroll and complete **6 units** minimum. *Your 6 units classes **MUST** be on campus and/or hybrid.*

Orientation Program

- ❖ Register for and attend the orientation programs. See details [HERE](#).
- ❖ Virtual (online) workshops and orientation programs will be recorded and sent to students at the end of the events.

Note: You will find many answers to your questions at the orientation workshops, please make every effort to attend virtually or review the recorded sessions.

Academic Counseling

- ❖ Our international student's counselors will help you with any questions specific to course registration and academic advising for your first quarter at De Anza College.
- ❖ Before scheduling an appointment to meet with a counselor, we ask newly admitted students to take the [assessment](#), review [ISP Registration Module](#), attend the [pre & post academic](#) counseling sessions as well as the [orientation program](#). Counselors can best assist you **AFTER** you have completed/attended these events.
- ❖ Visit our [website](#) for Academic Counseling Drop-in Hours and Appointments.

Health Requirements

- ❖ All F-1 visa students who will be studying from **INSIDE** the U.S. have to meet De Anza Health requirements. You may log onto the Health Services website at <https://www.deanza.edu/healthservices> to find out what the health requirements are.
- ❖ WAIT for further instructions from the Health Office staff during their presentation during the orientation program on how and when to submit the health requirements. You will be required to meet in person with a health office staff to complete this process.

ALERT: The Student Health Services **DOES NOT** accept any document sent via email for clearance. ALL medical related documents **MUST** be uploaded to your PyraMed portal **ONCE INSTRUCTED TO DO SO BY A HEALTH OFFICE STAFF**. Due to privacy reasons (HIPPA regulations), the health Services will auto-delete email messages with medical records attached. Furthermore, all records submitted in PyraMed are not guarantee that you have met the health requirements. You will be required to schedule an appointment with the Health Office after your arrival to the U.S. to review your documents. Watch out for secured messages sent to you via PyraMed.

- ❖ There are 2 ways to log in your PyraMed portal:
 1. Visit deanza.studenthealthportal.com and log in with your CWID and MyPortal password
 2. Log in to [MyPortal](#), then open the Apps section and click on the tile for PyraMED Health Services

Note: You will not be able to log in to the PyraMED system until you have been assigned a class registration date. Check your registration date on [MyPortal](#) AFTER the [schedule of classes is OUT](#).

Health Insurance

- ❖ Health Insurance is **MANDATORY** for all F-1 visa students who will be studying from **INSIDE** the U.S. At time of class registration, all students will be charged a fee of \$552* for health coverage.
- ❖ If you will be studying from **OUTSIDE** the U.S., please see the Health Insurance Fee Waiver Request Process [HERE](#)
- ❖ For more information on Health Insurance visit our website [HERE](#) and be sure to attend the Health Insurance Workshop on [Orientation week!](#)

** fees subject to change without notice*

Tuition

- ❖ Tuition for international (F-1) students admitted by the ISP office is DUE on or before the 2nd Friday of the quarter for Fall, Winter and Spring quarters.
- ❖ **Summer** quarters payments are due immediately after class registration.
- ❖ During orientation week, the Cashier's office supervisor will offer a workshop on tuition fees and payments. Information can also be found at:

Cashier's Office: [HERE](#)

CANVAS module: [HERE](#)

NOTE: international (F-1) students admitted by the ISP office are exempt from the Drop for-non Payment policy.

U.S. Transcripts evaluation and Prerequisite Clearance

- ❖ If you previously attended a high school, college, or university **in the United States** and would like an evaluation of your transcripts, please submit your final official transcript to De Anza's Admission & Records Office (**NOT ISP OFFICE**):

by mail at:

De Anza College
Attention: Admission & Records Office
21250 Stevens Creek Blvd
Cupertino, CA 95014

or request your U.S. school to send an electronic version of your transcript to: De Anza College Admission & Records Office (**NOT ISP OFFICE**) at: evaluationsda@deanza.edu

- ❖ if you have completed AP (Advanced Placement) courses and you would like an evaluation, only send your final official transcript to the evaluation office (**NOT ISP OFFICE**) *by mail at the address above.*

NOTE:

- ❖ “A” level, “O” level or IGCSE **will not be evaluated for credit.**
- ❖ If you have a foreign university degree, please consult with an academic counselors first, do not submit your transcript to the Admission & Records Office/Evaluation office.

❖ **Prerequisite Clearance:**

ONLY for U.S. coursework completed. Read more about at:

<https://www.deanza.edu/admissions/evaluations/prerequisites.html> You may not have to take a prerequisite or corequisite class at De Anza if you can satisfy certain criteria for "clearing" the requirement. Please review the information and submit the form to qualify: [Prerequisite Clearance Admitted Student Information](#)

Visit the De Anza Evaluation Office Website for additional information:

<https://www.deanza.edu/admissions/evaluations/index.html>

Keep in mind:

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- ❖ If you decide not to attend De Anza College, notify the ISP Admission office at: daintladmissions@deanza.edu **AND** be sure to Drop any unwanted class/es by the due date or you will still be responsible to pay tuition. NO EXCEPTIONS!
- ❖ Transfer-In students from other U.S. schools: review steps [HERE](#). It is your responsibility to ensure that your current school transfers your SEVIS record to De Anza. We will not follow up with your school on this process, so take action to avoid any issue that may affect your immigration status.

Quick Links

- ❖ [Newly Admitted Students](#)
- ❖ [Transfer-in students from other U.S. schools](#)
- ❖ [Orientation & more](#)
- ❖ [U.S. Transcripts evaluation & Prerequisite Clearance](#)
- ❖ [Class Schedule](#)
- ❖ [How to get in touch with ISP](#)
- ❖ [Parking on campus](#)
- ❖ [De Anza Photo ID and VTA Smart Pass Clipper Cards](#)
- ❖ [Scholarships](#)
- ❖ [Tuition Refund Policy](#)
- ❖ [Dates and Deadlines](#)

Still have questions?

- ❖ New, incoming students can email: daintladmissions@deanza.edu

NOTE: we receives a very high volume of emails daily so it is advisable that you search our website first to find answers to your questions before contacting us. It may take us several days to respond or longer due to weekends and Holidays closures.

- ❖ Review our [“Drop-In” Hours](#) also for other ways to get in touch with us.