



**INTERNATIONAL STUDENT PROGRAM**  
*TERMINATION POLICY*

The International Student Program is mandated by the Student Exchange Visitor Program (SEVP) to terminate SEVIS records (i.e. I-20) assigned to students that fail to comply with the terms of their admission and enrollment responsibilities. Upon termination of the I-20, a student is considered out of status. Out of status students are no longer authorized to attend classes or participate in campus activities; but continue to be liable for unpaid fees and tuition. Out of status students are generally required to depart the U.S. but should consult with an immigration attorney to discuss their nonresident status.

**REASON(S) FOR TERMINATION**

Students are encouraged to review the terms of their nonimmigrant visa (F-1 Visa) prior to arriving in the United States. Information provided by the federal government is available on the U.S. Department of Homeland Security (<http://studyinthestates.dhs.gov/>). Students should also engage the International Student Program, principally the Designated School Official (DSO), if they have questions or concerns about how to maintain status. Causes of termination include:

- Academic disqualification
- Failure to arrive by the program start date
- Failure to maintain current contact information
- Failure to attend the mandatory student orientation
- Failure to satisfy F-1 Visa and/or I-20 obligations
- Failure to update information within 10 business days
- Failure to provide requested check-in documents
- Failure to enroll and complete a full program of study each regular semester
- Failure to respond to requests for additional information from the DSO
- Suspension or expulsion
- Failure to enroll in 12 units by the add deadline for each regular semester
- Unauthorized concurrent enrollment
- Unauthorized employment

**TERMINATION PROCESS**

It is the responsibility of the student to ensure that s/he maintains status. The International Student Program will, however, take steps to notify the student (i.e. email and/or phone call) of issues that impact maintaining status. The correspondence(s) will also provide the student with recommendations to resolve the issue and corresponding deadline. Failure to respond and to take appropriate steps to resolve the issue will result in termination of the SEVIS record.

**RETURNING TO WEST LOS ANGELES COLLEGE**

Individuals that wish to resume their program of study at West Los Angeles College must meet with the International Student Program DSO to explore options. Students may be considered for readmission to WLAC at the discretion of the Principal Designated School Official and if the following conditions are satisfied.

- Minimum cumulative 2.5000 grade point average
- Resolved all prior enrollment and tuition fees.
- Student must have completed a minimum of 9 units at WLAC in termination term.
- Submit petition and support documents (i.e. new proof of funds, Comprehensive Student Education Plan
- No history of prior SEVIS violations at West Los Angeles College or within the LACCD