Admissions Information

**International Students** attending on F-1 Visas are considered nonresidents. Consult the International Student Center for information on application and registration.

**Reclassification to Resident Status** must be initiated by the student. Evidence of physical presence and intent to reside in the state of California for at least one year and one day prior to the semester’s start date must be submitted for a residency review. Students interested in changing their classification should contact the Admissions and Records Office.

For additional information on residency see Administrative Procedures 5015.

**AB 540 Nonresident Tuition Exemption**
U.S. citizens, permanent residents and undocumented persons may be eligible for a nonresident tuition exemption called AB540. Students who are nonimmigrant aliens (e.g., F-visa holders or B-visa holders) are not eligible for this AB 540 exemption. To qualify for the AB 540 waiver, students must fill out the AB 540 California Nonresident Tuition Exemption Request form and provide proof to the Admissions and Records Office.

**Military Personnel**
Military Personnel are considered residents while stationed in California for active duty. The spouse and dependents are considered residents during the first year in which active duty began in California.

**Provide College and High School Transcripts**
Request official college transcripts from all colleges previously attended to be sent to the Admissions and Records Office. It is recommended that high school and college transcripts are on file prior to your registration appointment, if you’re asking for clearance to enroll in courses with prerequisites, and before your appointment with a counselor or educational advisor. Foreign transcripts must be evaluated by an approved transcript evaluation service. Seek advice from a counselor prior to evaluating foreign transcripts.

**Enrollment Verification Certificate**
The Enrollment Verification Certificate can be presented to businesses such as health insurance agencies, housing authorities, consumer product companies and banks when asked to provide official evidence of enrollment at Citrus College. Citrus College has authorized the National Student Clearinghouse, a 24-hour online service provider, to act as its agent for verification of student enrollment status. Students may obtain an official Enrollment Verification Certificate on WingSpan at any time after the refund period.

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**Citrus College Student Employment Center**
The Citrus College Student Employment Center currently has a variety of job announcements and postings. There are on-campus, off-campus, full-time, part-time, permanent and temporary positions available. This service is **FREE** for Citrus College students and alumni.

**Get That Job!**
Office of Human Resources, AD 144 * 626-914-8550 * www.citruscollege.edu/hr/ses