



# SCC APPLICATION CHECKLIST



## Step 1: Complete the Online International Student Application

- **Create an OpenCCC Account.** Before submitting the SCC International Application, applicant must first have an OpenCCC Account. Click on "[Create an Account](#)" to create one.
  - **Important:** Write down the CCCID number and remember your Password for future reference.
- **Submit SCC International Application.** After applicant has created an OpenCCC Account (or signed-in), please click "Continue" and follow the prompts on the page to submit the SCC International Application.

## Step 2: Submit Required Documents

*You will receive an email (noreply@encryptedportal.com) with a secured link to your application portal where you will upload the required documents to complete your application.*

- **Personal Statement:** Please describe your existing educational background and your future academic goals.
- **Copy of Valid Passport:** A Photocopy of your passport to confirm your identity and citizenship.
- **Proof of Financial Ability (Only for In-Person Applicants):** Documentation showing that you have enough funds to cover tuition and living costs while staying in the U.S. This includes our Proof of Financial Support Form and other supplemental documents such as Bank Certification or Scholarship, Government Award or Award Letter that shows a minimum balance of \$25,515.
- **Proof of English Proficiency:** Demonstrating that you have sufficient knowledge of the English language to study at SCC. Refer to our [Minimum English Proficiency Requirements](#) for details.
- **Academic Transcripts:** Submit official transcripts from all previous educational institutions attended, including high school transcripts with a minimum 2.0 grade point average (GPA).
- **Pay the \$65 Application Fee (Non-refundable):** Our office is notified once your application fee has been processed. The office will review your application documents after the payment is received. See our [Instructions on How to Make Payment](#)
- **Other Documents As Requested:** The office may require additional documents for your application under special circumstances. (i.e. Change of Status, Dependent, Minor, Reinstatement).

## Step 3: Receive Your Admission Offer

- Once we receive and approve all required documents, you will receive your admission acceptance and Form I-20 via email within 1-2 business days.