

## COMMON PAGES – CATALOG YEAR 2025 - 2026

Name of Change Proposal	2.2.1 Admission Policy -
<p><u>Initiating Council:</u> Admissions &amp; Records (A&amp;R) Council</p> <p><u>Submitting Council:</u> Vice Presidents of Student Affairs</p> <p><u>Justification for Proposed Changes:</u></p> <p><b>Background Information:</b> (Provide a brief overview of the issue and/or historical information important in considering the change.)</p> <ul style="list-style-type: none"><li>• From the Minors Work Team add clarification to U18 students admissions and rights and responsibilities.</li><li>• Changes to address assessment requirements for home-schooled students.</li><li>• Updates to F-1 admissions cut off scores.</li></ul> <p><u>Fix grammatical error:</u></p> <p>4. Students who enroll in vocational courses may be admitted on an individual basis with the approval of college officials if the students meet the established requirements of the courses for which the student enrolls and the college official determines that the student's admission is in the best interest of the student.</p> <p><b>Supporting Documentation and Rationale for Change:</b> (Provide any supporting documentation such as new legislation, legal/statutory or regulatory changes, data, or key findings that would support the need for the change.)</p> <p>Admission is determined in accordance with state law (ARS 15-1805.01 and 15-1821) and regulations of the Maricopa Community Colleges Governing Board.</p> <p>(1) <a href="https://www.azleg.gov/ars/15/01805-01.htm">https://www.azleg.gov/ars/15/01805-01.htm</a></p> <p><b>15-1805.01. <a href="#">Admissions; enrollments; community colleges</a></b></p> <p>A. Admissions to the community colleges in this state may be granted to any person who meets at least one of the following criteria:</p> <ol style="list-style-type: none"><li>1. Is a graduate of a high school that is accredited by a regional accrediting association as defined by the United States office of education or approved by a state board of education or other appropriate state educational agency.</li><li>2. Has a high school certificate of equivalency.</li></ol>	

3. Is at least eighteen years of age and demonstrates evidence of potential success in the community college.

4. Is a transfer student in good standing from another college or university.

B. Each community college district shall adopt policies regarding the admission of students who are under eighteen years of age that include, at a minimum, student completion of course prerequisites and the following requirements:

1. A community college in this state shall grant admission to any student who is under eighteen years of age and who achieves at least one of the following:

(a) A composite score of 720 or more on the PSAT.

(b) A composite score of 720 or more on the SAT.

(c) A composite score of twelve or more on the ACT.

(d) A passing score on the relevant portions of the statewide assessment.

(e) The completion of a college placement method designated by the community college district that indicates the student is at the appropriate college level for the course.

(f) Is a graduate of a private or public high school or has a high school certificate of equivalency.

2. A community college may limit the number of semester hours in which the student may enroll to not more than six credit hours.

**C. Homeschooled students are exempt from subsection B of this section.**

D. Students who enroll in vocational courses may be admitted on an individual basis with the approval of college officials if the student meets the established requirements of the courses for which the student enrolls and the college officials determine that the student's admission is in the best interest of the student.

(2) <https://www.azleg.gov/ars/15/01821.htm>

**15-1821. Special admission of students under age eighteen; enrollment information; reports**

A. Each community college district board shall adopt policies that require community colleges under its jurisdiction to admit students under age eighteen who have not yet attained a high school diploma or high school certificate of equivalency and who meet the established requirements of the courses for which they enroll. The Arizona board of regents shall adopt rules that require the universities under its jurisdiction to admit students under age eighteen who have not yet attained a high school diploma or high school certificate of equivalency and who meet the established requirements of the courses for which they enroll.

B. The policies and rules as provided in subsection A of this section shall include the following provisions:

1. A student under age eighteen shall not be denied admission because of age, lack of a high school diploma or high school certificate of equivalency, grade in school, lack of permission of school officials or lack of concurrent enrollment in a public or private school, if the student has achieved at least a specified score on a college entrance examination.

2. A community college or university that admits a student pursuant to paragraph 1 of this subsection may limit the number of semester credit hours in which the student may enroll to no less than six semester credit hours.

3. A student admitted to a community college or university pursuant to paragraph 1 of this subsection is not guaranteed admission to a specific degree program or to all courses offered by the community college or university.

C. Each community college district and the Arizona board of regents shall provide all high schools in this state with information that describes the policies and rules, as appropriate, the types of courses available and other information related to the enrollment of students under the age of eighteen. Each unified or high school district school shall make this information available to all students in at least grades nine through twelve.

D. On or before November 15 of each year, the Arizona board of regents shall submit a report to the president of the senate, the speaker of the house of representatives and the state board of education and shall provide a copy of this report to the secretary of state on students under eighteen years of age who had not yet attained a high school diploma or high school certificate of equivalency and who were enrolled in a university course or a program for university credit during the time period of September of the previous fiscal year through August of the current fiscal year. The annual report shall include at least the following:

1. The number of students who were enrolled.

2. A general narrative of the types of courses or programs in which the students were enrolled.

3. The rules adopted pursuant to subsection A of this section.

E. On or before September 30 of each year, each institution under the jurisdiction of the Arizona board of regents shall submit to the Arizona board of regents in the form specified by the Arizona board of regents the information that the Arizona board of regents needs to compile the report required in subsection D of this section.

#### Summary 15-1821 states:

- Students under the age of 18 without a high school diploma or equivalent are required to be admitted if they meet the established course requirements.
- Students are not guaranteed admission to all courses offered.
- May limit the number of semester credit hours in which the student may enroll to no less than six semester credit hours.
- If the student has achieved a specified score on a college entrance examination, a Community College cannot deny admission because of:
  - Age
  - Lack of concurrent enrollment in a public or private school

#### **Areas, Councils, or Committees Impacted:**

(List the constituency groups that may be impacted by the proposed change and that reviewed the proposal and provided feedback.)

<b>Council</b>	<b>Distribution List</b>
Accreditation Liaison Officers	dl-alo@memo.maricopa.edu
ASA District Directors	dl-asa-district-directors@domail.maricopa.edu
Center for Curriculum and Transfer Articulation	dl-dssc-ccta@domail.maricopa.edu
Curriculum & Schedulers Council	dl-currtechs@memo.maricopa.edu
Curriculum Development Facilitators	dl-cdfs@memo.maricopa.edu
Department/Division Chairs	Via Deans
Directors of Academic Advisement Council	dl-daac@memo.maricopa.edu
Directors of Admissions and Records Council	dl-dar@memo.maricopa.edu
District Curriculum Committee	dl-dcc@memo.maricopa.edu
Dual Enrollment Council	dl-dssc-dual-enrollment@domail.maricopa.edu
FEC	dl-facexec@memo.maricopa.edu
Financial Aid Managers Council	dl-fam-dir-all@memo.maricopa.edu

Graduation Techs	dl-gradtechs@memo.maricopa.edu
International Education	dl-f1-student-services-subcommittee@memo.maricopa.edu dl-iiirectors@memo.maricopa.edu
Joint Deans	dl-occdeans@memo.maricopa.edu> dl-acdeans@memo.maricopa.edu
Program Directors	Via Deans
Student Affairs Deans	DL-SADeans@domail.maricopa.edu
Veteran Affairs (Certifying Officials)	dl-vacertoffdo@memo.maricopa.edu
Vice Presidents of Academic Affairs	dl-vpaa@memo.maricopa.edu
Vice Presidents of Student Affairs	dl-vpsa-council@memo.maricopa.edu
Academic and Student Systems Team	dl-student-aa@memo.maricopa.edu
SIS Teams	dl-student-sr@memo.maricopa.edu dl-student-sf@memo.maricopa.edu dl-student-fa@memo.maricopa.edu

Instructional Councils

dl-iccouns@memo.maricopa.edu

dl-icrdg@memo.maricopa.edu

dl-icom@memo.maricopa.edu

dl-icchairs@memo.maricopa.edu

**Financial or Budget Implications:**

None

**Other Considerations:**

None

**Implementation Impacts:**

None

**Recommended Effective Term:**

2025-2026

**Dissemination/Communication:**

(Identify the dissemination/communication needs related to the proposed change)

**Disposition History:**

Date	Status
September 24, 2024	Called together initiators and Common Pages committee members facilitating language development.
November 20, 2024	Sent to initiators and Common Pages committee members facilitating change for feedback before sending to stakeholders.
November 12, 2024	Presented to A&R Council.

November 20, 2024	Presented to Common Pages Committee.
December 5, 2024	Shared with VPSA Council.
	Shared with stakeholders.

PROPOSED CHANGES:

**2.2.1 Admission Policy**

Persons meeting the admissions criteria may attend any Maricopa Community College of their choice. Falsification of any admission materials or official college records may be cause for denial or cancellation of admission. Exceptions to the admissions policies may be requested through the Admissions and Standards Committee. Admission is determined in accordance with state law (ARS §§15-1805.01 and 15-1821) and regulations of the Maricopa Community Colleges Governing Board.

Admission Classifications

**1. Admission of Regular Students**

Admission to the community college in Arizona may be granted to any person who meets at least one of the following criteria:

- A. Is a graduate of a high school, which is accredited by a regional accrediting association as defined by the United

FINAL LANGUAGE APPROVED BY COMMITTEE:

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- A. Is a graduate of a high school, which is

States Office of Education or approved by a State Department of Education or other appropriate state educational agency.

- B. Has a high school certificate of equivalency.
- C. Is at least 18 years of age and demonstrates evidence of potential success in the community college.
- D. Is a transfer student in good standing from another college or university.

2. Admission of Students Under 18 Years of Age

**A. IN ACCORDANCE WITH ARS15-1805.01 AND ARS15-1821 THE COLLEGES HAVE ADOPTED AN ADMISSION PROCESS FOR STUDENTS UNDER THE AGE OF 18. THESE STUDENTS HAVE THE SAME RIGHTS AND RESPONSIBILITIES AS ANY OTHER COLLEGE STUDENT. ADMISSION TO THE COLLEGE DOES NOT GUARANTEE ADMISSION TO A SPECIFIC CERTIFICATE OR DEGREE PROGRAM, OR TO ALL COURSES OFFERED BY THE COLLEGE. SEE 2.2.8 FOR MORE INFORMATION REGARDING THE REGISTRATION/ENROLLMENT PROCESS.**

**A-B.** A community college in this state shall grant admission to any student who is under eighteen years of age and who achieves at least one of the following:

- i. A composite score of 720 or more on

accredited by a regional accrediting association as defined by the United States Office of Education or approved by a State Department of Education or other appropriate state educational agency.

- B. Has a high school certificate of equivalency.
- C. Is at least 18 years of age and demonstrates evidence of potential success in the community college.
- D. Is a transfer student in good standing from another college or university.

2. Admission of Students Under 18 Years of Age

A. In accordance with ARS15-1805.01 and ARS15-1821 the colleges have adopted an admission process for students under the age of 18. These students have the same rights and responsibilities as any other college student. Admission to the college does not guarantee admission to a specific certificate or degree program, or to all courses offered by the college. See 2.2.8 for more information regarding the registration/enrollment process.

B. A community college in this state shall grant admission to any student who is under eighteen years of age and who achieves at least one of the following:

- i. A composite score of 720 or more on the Preliminary Scholastic Aptitude Test (PSAT).
- ii. A composite score of 720 or more on the Scholastic Aptitude Test (SAT).



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ii. A composite score of 720 or more on the Scholastic Aptitude Test (SAT).

iii. A composite score of twelve or more on the American College Test (ACT).

iv. A passing score on the relevant portions of the statewide assessment.

v. The completion of a college placement method designated by the community college district that indicates the student is at the appropriate college level for the course.

vi. Is a graduate of a private or public high school or has a high school certificate of equivalency.

~~B. A community college may limit the number of semester hours in which the student may enroll to not more than six (6) credit hours.~~

C. Home schooled students are exempt from this subsection (PER STATE LAW). STUDENTS WILL BE REQUIRED TO TAKE THE EDREADY READING ASSESSMENT TO DETERMINE COLLEGE READINESS FOR ADMISSIONS AND WILL BE REQUIRED TO MEET ONE OF THE COLLEGE COURSE PLACEMENT OPTIONS FOR ENROLLING INTO SPECIFIC CLASSES.

~~D. Students who enroll in vocational courses may be admitted on an~~

iii. A composite score of twelve or more on the American College Test (ACT).

iv. A passing score on the relevant portions of the statewide assessment.

v. The completion of a college placement method designated by the community college district that indicates the student is at the appropriate college level for the course.

vi. Is a graduate of a private or public high school or has a high school certificate of equivalency.

C. Home schooled students are exempt from this subsection (per State law). Students will be required to take the EdReady reading assessment to determine college readiness for admissions and will be required to meet one of the college course placement options for enrolling into specific classes.

### 3. Specialized Vocational / Training Program

Students who enroll in vocational courses may be admitted on an individual basis with the approval of college officials if the students meet the established requirements of the courses for which the student enrolls and the college officials determine that the student's admission is in the best interest of the student.

### 4. Western Undergraduate Exchange Program

The Western Undergraduate Exchange

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### 4. Western Undergraduate Exchange Program

The Western Undergraduate Exchange (WUE) program is a student exchange program coordinated by the Western Interstate Commission for Higher Education (WICHE) and administered by the Arizona Board of Regents. Through WUE, students who reside in western states (Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, and Wyoming) and the Commonwealth of the Northern Marianas Islands (CNMI) and who meet the eligibility requirements, pay 150 percent of the regular resident tuition plus fees. Students must mark prominently on the Student Information Form that they seek admission as WUE

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### 5. Admission of F-1 Non-immigrant Students

Prospective students should contact the Admissions and Records Office/Office of Student Enrollment Services or designated office for the international student application form(s) or apply online at <https://www.maricopa.edu/become-student/international-admissions>. When completed, the form(s) should be submitted to the Admissions and Records Office/Office of Student Enrollment

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To be guaranteed consideration for admission, all application materials must be received by July 1 for the fall semester and November 1 for the spring semester.

Prospective students seeking admission based on F-1 non-immigrant status must provide proof of secondary school completion with documentation comparable to a United States high

Services or the International Education office with all requested supporting documents. After the file has been reviewed, a notice will be sent to the applicant indicating either acceptance or denial of admission.

To be guaranteed consideration for admission, all application materials must be received by July 1 for the fall semester and November 1 for the spring semester.

Prospective students seeking admission based on F-1 non-immigrant status must provide proof of secondary school completion with documentation comparable to a United States high school diploma or higher degree. It is recommended that F-1 non-immigrant students have graduated in the upper 50% of their secondary school (high school or equivalent) in order to ensure success in academic classes at this college. Applicants for admission to the college must have high school and college (if applicable) transcripts sent directly from the high school or college to the Admissions and Records Office/Office of Student Enrollment Services or designated office. In addition, it is the applicant's responsibility to have all transcripts translated into English and evaluated by a foreign credential evaluation service if necessary.

- A. Admission to Academic Programs  
Applicants who wish to enroll in an academic program at the college must present evidence of English

school diploma or higher degree. It is recommended that F-1 non-immigrant students have graduated in the upper 50% of their secondary school (high school or equivalent) in order to ensure success in academic classes at this college. Applicants for admission to the college must have high school and college (if applicable) transcripts sent directly from the high school or college to the Admissions and Records Office/Office of Student Enrollment Services or designated office. In addition, it is the applicant's responsibility to have all transcripts translated into English and evaluated by a foreign credential evaluation service if necessary.

#### A. Admission to Academic Programs

Applicants who wish to enroll in an academic program at the college must present evidence of English language proficiency. ~~If the Test of English as a Foreign Language (TOEFL) is used to satisfy this requirement, the applicant must attain a score of at least 500 (on the paper-based TOEFL) or 61 (on the internet-based TOEFL, known as the iBT).~~ Some colleges may have a higher minimum score requirement for admission to specific academic programs. Students should contact their respective college for its English language proficiency requirements.

#### 1. IF THE TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL iBT) IS USED TO SATISFY THIS

language proficiency. Some colleges may have a higher minimum score requirement for admission to specific academic programs. Students should contact their respective college for its English language proficiency requirements.

1. If the Test of English as a Foreign Language (TOEFL iBT) is used to satisfy this requirement, a minimum score of 70 is required.

2. If the Language Cert academic test is used to satisfy this requirement, a minimum score of B2+ is required.

3. If Duolingo is used to satisfy this requirement, a minimum score of 100 is required.

4. If the International Language Testing System (IELTS) is used to satisfy this requirement, a minimum IELTS overall Band Score of 6.0 is required.

5. The Dean or Director of the Admissions and Records Office/Office of Student Enrollment Services or designee of the college may accept other proof of English language proficiency for admission purposes; including, but not limited to, the ACCUPLACER, ASSET, COMPASS and CELSA tests.

REQUIREMENT, A MINIMUM SCORE OF 70 IS REQUIRED.

2. IF THE LANGUAGECERT ACADEMIC TEST IS USED TO SATISFY THIS REQUIREMENT, A MINIMUM SCORE OF B2+ IS REQUIRED.

3. IF DUOLINGO IS USED TO SATISFY THIS REQUIREMENT, A MINIMUM SCORE OF 100 IS REQUIRED.

4. If the International Language Testing System (IELTS) is used to satisfy this requirement, a ~~MINIMUM~~ IELTS overall Band Score of ~~5.5~~ 6.0 or better is required; ~~and a minimum IELTS individual Band Score of 5.0 on each module is recommended.~~

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#### B. Admission to an Intensive English Program

Applicants for admission to an Intensive

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Applicants for admission to an Intensive English Program are advised to check with individual colleges for their respective admission requirements. Applicants must provide evidence of at least an intermediate command of English by way of one or more of the following criteria:

- i. At least six years of English language instruction as shown by the applicant's school transcript(s);
- ii. A minimum TOEFL iBT score of 20.
- iii. A minimum LANGUAGECERT Academic Test score of A1.
- iv. A minimum Duolingo score of 15.
- v. A minimum IELTS score of 2.0.
- vi. An original letter of recommendation from a teacher, school principal or headmaster/ headmistress, or the director of an English language institute attesting to the applicant's proficiency at the intermediate level;
- vii. Other credentials, test scores, interview results, or

English Program are advised to check with individual colleges for their respective admission requirements. Applicants must provide evidence of at least an intermediate command of English by way of one or more of the following criteria:

i. At least six years of English language instruction as shown by the applicant’s school transcript(s);

~~ii. A minimum TOEFL score of 400 (on the paper-based TOEFL) or 23 (on the internet-based test);~~

ii. A MINIMUM TOEFL iBT SCORE OF 20.

iii. A MINIMUM LANGUAGECERT ACADEMIC TEST SCORE OF A1.

iv. A MINIMUM DUOLINGO SCORE OF 15.

v. A MINIMUM IELTS SCORE OF 2.0.

~~iii~~.vi. An original letter of recommendation from a teacher, school principal or headmaster/ headmistress, or the director of an English language institute attesting to the applicant’s proficiency at the intermediate level;

~~iv~~.vii. Other credentials, test

evidence accepted by the coordinator of an intensive English program or the college’s responsible designee. Students admitted to an Intensive English Program will not be allowed to enroll in courses outside those officially designated as part of the program unless and until they have met all of the prerequisites or other course requirements.

viii. Foreign students under certain types of visas may need special permission to enroll and should contact the appropriate college official.

C. Financial Support

Evidence of financial support will be required prior to issuance of the I-20 form. The colleges have no scholarship or financial aid provisions for foreign students; therefore, students must be fully prepared to meet the necessary financial obligations for the full time they will be in the United States. The colleges estimate a student’s average expenses for 10 months to be:

Tuition and Fees	\$9,115 (1)
Living	\$17,200

scores, interview results, or evidence accepted by the coordinator of an intensive English program or the college's responsible designee. Students admitted to an Intensive English Program will not be allowed to enroll in courses outside those officially designated as part of the program unless and until they have met all of the prerequisites or other course requirements.

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Tuition and Fees	\$9,115 (1)
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Living	\$17,200
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Expenses	(2)
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Books	\$1,104 (3)
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Health Insurance	\$2,800 (4)
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Total	\$30,219 (5)
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D. Dependent Financial Guarantee  
Evidence of financial support for dependents of F-1 and M-1 students (spouse and dependent children) is also required: \$5,000 for the first dependent and \$2,500 for each additional dependent.

E. Health Insurance

All F-1 and M-1 students who have an I-20 issued by one of the Maricopa Community Colleges are required to purchase the Maricopa Community Colleges' international student health insurance plan. Health insurance coverage for dependents of F-1 and M-1 students is highly recommended. The Maricopa Community Colleges contracts with an insurance provider annually to offer a health insurance plan for F-1 and M-1 students. For more information contact the college Admissions and Records Office/Office

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Health Insurance	\$2,800 (4)
Total	\$30,219 (5)

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All F-1 and M-1 students who have an I-20 issued by one of the Maricopa Community Colleges are required to purchase the Maricopa Community Colleges' international student health insurance plan. Health insurance coverage for dependents of F-1 and M-1 students is highly recommended. The Maricopa Community Colleges contracts with an insurance provider annually to offer a health insurance plan for F-1 and M-1 students. For more information contact the college Admissions and Records Office/Office

of Student Enrollment Services or designated international student office.

Footnotes:  
 (1) Based on 2023-2024 tuition and fee schedule.  
 (2) Based on estimated living expenses for two (2) semesters (10 months).  
 (3) Based on average new and used textbook prices and rental rates. Assumes books are sold at the end of the semester.  
 (4) Based on the estimated 2023-2024 insurance premium for the mandatory Maricopa Community Colleges' International Student Health Plan.  
 (5) Applicants must provide evidence of this minimum amount of financial support before an I-20 is issued.

AMENDED through the Administrative Regulation Process, June 12, 2023  
 AMENDED through the Administrative Regulation Process, May 24, 2022  
 AMENDED through the Administrative Regulation Process, June 4, 2019  
 AMENDED through the Administrative Regulation Process, June 5, 2017



of Student Enrollment Services or designated international student office.

*Footnotes:*

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AMENDED through the Administrative Regulation Process, June 12, 2023  
AMENDED through the Administrative Regulation Process, May 24, 2022  
AMENDED through the Administrative Regulation Process, June 4, 2019  
AMENDED through the Administrative Regulation Process, June 5, 2017  
AMENDED through the Administrative Regulation Process, March 25, 2013  
AMENDED through the Administrative Regulation Process, June 27, 2012  
AMENDED through the Administrative Regulation Process, March 13, 2012  
AMENDED through the Administrative Regulation Process, May 17, 2011  
AMENDED March 22, 2011, Motion No. 9791, 9792, 9793  
AMENDED through the Administrative Regulation Process, March 4, 2011  
AMENDED through the Administrative Regulation Process, February 23, 2010  
AMENDED through the Administrative Regulation

Process, March 5, 2009  
AMENDED December 9, 2008, Motion No. 9524  
AMENDED through the Administrative Regulation  
Process, August 18, 2008  
AMENDED through the Administrative Regulation  
Process, June 12, 2008  
AMENDED through the Administrative Regulation  
Process, January 24, 2008

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