



INTERNATIONAL STUDENT PROGRAM

Application & Admission Process



Apply Online

Create an [OpenCCC account](#) and submit your international student application to West Los Angeles College. You will receive an email after you create your OpenCCCApply account and again after submitting your International application.



Review Confirmation Emails

You will receive two additional emails (to LACCD Student Email account) within two (2) business days:

- **“LACCD Portal Information”** email includes your LACCD ID# and instructions on how to access your student email account and LACCD Student Portal
- **“Missing International Documents”** email indicating what documents you must provide to finalize your application. The Missing International Documents email is the same for all students. We recommend you review your Student Portal for an updated, customized list.

Note: No further communications will be sent to your personal email address. Official communications are sent to LACCD emails.



Login to your LACCD Student Portal

Log into your student portal at mycollege.laccd.edu. You will need your LACCD ID# and password provided in the above emails.

Note: First time student portal users will need to change their password and set-up security questions/answers to access LACCD portal and email address. Your temporary log-in and temporary passcode information are provided in the above stated emails.



Gather Support Documents

Part-Time (Concurrent) Applicants

Copy of your Concurrent Permission Letter from the advisor at your current college, school, or university.

Full Time (I-20) Applicants

- Copy of F1 visa (if applicable) or Form I-539 Approval
- Copy of passport (if applicable)
- Proof of Funding
- Evidence of English Proficiency



Submit documents to International Student Program



Scan/email support documents to studentvisa@wlaac.edu. Please send in PDF format (small size files preferred)

West Los Angeles College
International Student Program (SSB410)
9000 Overland Ave. Culver City, CA 90230



Application Review

The International Student Program will review the support documents within 5 business days of receiving documents. WLAC staff will update your To-Do Checklist. All updates will be posted to your LACCD Student Portal along with emails sent to your LACCD email account (no personal email accounts).



Complete applications with qualifying support documents will gain full admission. Your application will be converted to FULL ADMISSION status. WLAC staff will initiate a full admission email. The email will appear in your LACCD student email account within the following business day.



Incomplete or ineligible documents will keep your application in pending status. An updated "MISSING DOCUMENTS" will be sent to your LACCD student email account within the following business day. You can continue submitting documents until the application deadline.

Note: Applications that are not converted to Full Admit status may be considered for a future term.



Completing WLAC Student Tasks.

Congratulations! You are now ready to begin the work to begin the path to complete your [New International Student Tasks](#). Getting admitted was the first step. Keep up the good work and contact the International Student Program if we can be of support to you.

West Los Angeles College
International Student Program
Studentvisa@wla.edu
(310) 287-7283