

INTERNATIONAL PROGRAMS

eNewsletter



WELCOME STUDENTS!

Whether you are a new student or are returning from break, the International Programs (IP) Office would like to extend our warmest welcome to you as you begin a new journey here at Seattle Colleges!

The E-Newsletter is our PRIMARY way of keeping you well informed!

It is a great way to get updates so you never miss out on important announcements. From immigration regulations and academic policies, to workshops, job opportunities, and fun events on and off campus!

From the IP Office — we wish you all a wonderful quarter!

IMPORTANT INFORMATION REGARDING COVID, VACCINES AND ON CAMPUS RETURN:

Seattle Colleges is returning to some in-person services in Fall. However, due to the constant changes with COVID and state regulations, it is important to keep up to date with the latest information. Below are some resources for students on what to expect at Seattle Colleges:

- Pop-up Vaccination Clinics at our colleges: <https://www.seattlecolleges.edu/welcome-back-campus>
- Covid procedures: <https://www.seattlecolleges.edu/coronavirus/current-covid-19-procedures>
- Latest news: <https://www.seattlecolleges.edu/coronavirus/covid-19-general-district-updates>
- International Student Updates: <https://intl.seattlecolleges.edu/coronavirus>
- Return to Campus: <https://intl.seattlecolleges.edu/return-to-campus>

IMMIGRATION

Update your Contact Information:

Your address, phone number, and email must be kept current in our database to maintain legal F-1 student status in the US. If your address, phone number, and email have changed, please update it online in your CTCLink student account.

How to update your contact information on CTCLink:

<https://www.seattlecolleges.edu/media/481>

SCDGlobal:

SCDGlobal is where students can go to submit their immigration and insurance requests such as: an enrollment letter, a vacation quarter, purchasing or waiving insurance, or a replacement of lost/damaged I-20 online

To access SCDGlobal go to this website:

<https://iom.seattlecolleges.edu/istart/controllers/start/start.cfm>

To login use your Seattle Colleges Email (firstname.lastname) for the username and email password to log in. Example Email: snow.white@seattlecolleges.edu = snow.white

*If you do not have Seattle Colleges email or you forgot your password, please click here to activate your account or reset your password.

Online Check-In through SCDGlobal:

1. To start your Pre-Arrival Online Check-In, click here: [Student Portal](#)
2. You will log in with your student ID number, your date of birth and your Limited Access Pin. If you don't know what your Limited Access Pin is, in the bottom of the page you can click on: [E-mail me my Limited Access PIN](#)

On-Campus Employment - F-1 Employment Basics and Eligibility:

- F-1 Students are eligible to work on campus for 20 hours a week during the quarter. An F-1 student may, however, work on campus full-time when school is not in session or during their annual vacation. [8 CFR 214.2(f)(9)(i)]. Seattle College only allows part-time employees to work 16 hours per week.
- F-1 Students are NOT allowed to work off campus without prior approval from a DSO with the IP Office or US Citizenship and Immigration Services (USCIS).

REGISTRATION

Important Dates and Deadlines

Sept 27	College & SCIE	Quarter begins
Oct 1	College	Last day to withdraw with 100% refund (SCIE Refund Policies here)
Oct 8	College	Last day to add/register – instructor permission required. Last day to change audit/credit status without instructor permission
Oct 8	College	Last day to withdraw without a "W" appearing on the transcript
Oct 18	College	Last day to withdraw with 50% refund – instructor permission required
Nov 19	College	Last day to withdraw with NO refund – instructor permission required. Last day to change audit/credit status – instructor permission required.
Nov 1	College	Registration for Begins for Returning Students
Dec 13	College & SCIE	Tuition payment deadline for previously registered students
Dec 3	SCIE	Quarter Ends
Dec 16	College	Quarter Ends
Dec 27	College & SCIE	Grades Available

SCIE - Seattle Colleges Institute of English Class Notice:

Reminder — there are no student-initiated changes to SCIE classes. Changes of class times or courses are no longer permitted this quarter. Changes of level are permitted ONLY by an instructor's recommendation and the approval of the Dean. You will have the opportunity to choose your classes and class times next quarter.

Tuition Reminder:

Tuition and fees must be paid in full within seven business days of enrollment OR by the first day of the quarter, whichever comes first. Failure to pay on time will result in DROPPED CLASSES. Now that the quarter has begun, please pay any remaining balances immediately, and for any classes that you have added or changed.



Who is Your Primary Advisor:

Students who need assistance with transfer advising, academic planning, or immigration issues, or who have questions that might take more than a few minutes to answer, can make an appointment to meet with their primary advisor [online through Starfish](#) or by contacting the [International Programs Office front desk.](#)

You can view your assigned advisor and their contact information by clicking on your Campus:

[North](#)

[Central](#)

[South](#)

How to Set Up an Appointment with Starfish:

To access Starfish and make an appointment, go to the [Current Students](#) page.

1. Click the **Starfish icon**
2. Log in using your MySeattleColleges account credentials ([Watch a video](#)) (same login and password used for Wi-Fi and email)
3. Select your Advisor from Your Connections
4. Click Schedule from your Advisor’s profile

Central Drop-In Advising:

The Central IP Office is currently offering drop-in advising online via Zoom and in-person advising when the campus is open. You can view the schedule and Zoom link online here: <https://intl.seattlecolleges.edu/docs/central/connect-with-an-advisor.pdf>

LewerMark Student Health Insurance:

International students are charged \$409.41 every quarter for insurance. It is added when a student registers for classes and may take 1-4 weeks to process. NEW students will be able to access their insurance card in the 3rd week of the quarter. Contact the IP Office if you have an urgent need.

Once your card is available make sure you carry your insurance card with you at all times! Show it when you go to the doctor.

To access your student insurance ID card and to learn more about your insurance coverage, benefits and resources available to you, please visit <https://www.lewermark.com/>

[North](#)

[Central](#)

[South](#)

On Campus Job Opportunity!

The Marketing and Outreach department of International Programs is currently hiring for a student worker position. The working hours will vary from 1 - 17 hours per week.

Work Location: Seattle Central Campus

Job Description: Email correspondence with internal office staff, data entry with CRM, Microsoft Access and Excel, preparing shipping for marketing materials, leading campus tour and general office duties.

Qualifications: Highly motivated College level international student, organized, detail oriented, proficiency in advanced Microsoft Office, ability to lift boxes weighing approximately 50 - 55 lbs., able to work in the Marketing and Outreach department at least a year including summer quarter and during break time between quarters.

If you'd like to apply for this position, please send a resume and cover letter to IntlOutreach@seattlecolleges.edu no later than 11:59 pm, October 29.

If you have questions, contact IntlOutreach@seattlecolleges.edu. Please note that we will not answer questions regarding how to write a resume and cover letter.



On Campus events:

SOUTH: <https://www.facebook.com/southseattlecollege/events>

NORTH: <https://www.facebook.com/northseattle/events>

CENTRAL: <https://www.facebook.com/College.SeattleCentral/>

International Student Events:

It's easy to make new friends at Seattle College! Check out our [Facebook](#) page and [Instagram](#) page for updates on activities, photos and news

<https://facebook.com/SeattleCollegesIntl>

<https://instagram.com/SeattleCollegesIntl>

<https://youtube.com/SeattleCollegesIntl>



Online Orientation Course:

1. There is an [online orientation class](#), which has information about immigration, classes and campus life. The online orientation is on Canvas which is our virtual classroom.
2. You must activate your CTCLink account to complete the online Orientation in Canvas. Canvas is the online learning platform where you will do the majority of your coursework at Seattle Colleges. [Canvas can be accessed through CTC link](#) or by visiting the website of your home campus.
3. Once you are logged into Canvas - click on [this link](#) to access the online orientation class - Then click on the "go to course" button
4. Read all the information and complete all quizzes to finish the orientation course.

CTCLink Helpful Links:

How to activate you ctcLink account:

<https://www.youtube.com/watch?v=HZh8Zlt7Y-k>

<https://www.youtube.com/watch?v=HZh8Zlt7Y-k>

How to register for classes:

<https://www.seattlecolleges.edu/sites/seattlecolleges.southseattle.edu/files/2021-08/ctcLink-Student-Enroll-in-Class-Desktop.pdf>

How to view your schedule:

<https://www.seattlecolleges.edu/sites/seattlecolleges.southseattle.edu/files/2021-08/ctcLink-Student-View-your-Class-Schedule-Desktop.pdf>

How to make payment:

<https://www.seattlecolleges.edu/sites/seattlecolleges.southseattle.edu/files/2021-08/ctcLink-Student-Make-a-Payment-on-your-Account-Desktop.pdf>

Additional Forms and Materials:

<https://intl.seattlecolleges.edu/forms-and-materials>



QUESTIONS

International Programs offices will be open for limited in-person services starting on Tuesday, September 14, 2021.

Our campus offices are generally open on Tuesday and Wednesday until November 1st with limited in-person services 10am-2pm

You can find the detailed schedule of our hours of operation online here:

<https://intl.seattlecolleges.edu/return-to-campus>

NORTH SEATTLE COLLEGE
IntlNorth@seattlecolleges.edu
(206) 934-3672
[Map & Office Hours](#)

SEATTLE CENTRAL COLLEGE
IntlCentral@seattlecolleges.edu
(206) 934-3893
[Map & Office Hours](#)

SOUTH SEATTLE COLLEGE
IntlSouth@seattlecolleges.edu
(206) 934-5360
[Map & Office Hours](#)