



DRAFT

San Bernardino Valley College

User Reference Guide

October 8, 2018

Definition of AB 540, Undocumented & DREAMer Students

AB 540:

- Attended three years total of high school and/or primary schooling in CA
- Has a High School Diploma or obtained a GED
- Agrees to Consider Modifying their legal status in the US

Undocumented: A person who lacks lawful status granted by federal authorities in the U.S. This includes a person who overstayed a visa and fell out of status or someone who entered the U.S. without inspection at a border or port of entry

DREAMer: A term often used to identify undocumented students; this term is based on proposed federal legislation (which has not passed into law) that would provide a pathway citizenship for certain eligible youth.

Checklist for In-State Tuition Consideration

Admissions Intake		√	Financial Aid Intake		√
1	Apply at CCC Apply		1	Gather Appropriate Documents	
	No Social Security Number needed			No Social Security Number needed	
2	Official High School Transcripts			Student Employment Information (if applicable)	
	Adult School Hours Recorded			Parent Employment Information (if applicable)	
	Community College Hours Recorded		2	Apply to the CA Dream Act Application	
3	Complete CA Nonresident Tuition Exemption Request		3	Keep login & password in accessible place	
			4	Check emails for related messages	
			5	Search of Scholarships	

****If student needs additional support, please refer to the DRC in LA 121.***

California Bill	Previous Attendance Requirement	Completion Requirement
AB 540: Allows undocumented students to attend CA colleges & universities & pay resident fees	Attended three years total of high school and/or primary schooling in CA	Has a high school diploma or obtained a GED
AB 2000: This covers eligibility for AB 540, allowed to pay in-state tuition at the California Community Colleges and California State University, and eligible for benefits under the California DREAM Act	Attainment of credits earned in California from a California high school equivalent to three or more years of full-time high school coursework AND a total of three or more years of attendance in California elementary schools, California secondary schools, or a combination of those schools.	Has a high school diploma or obtained a GED
SB 68: The bill would request the Regents of the University of California to enact exemptions from requirements to pay nonresident tuition for its students that are equivalent to those applicable to students to the California Community Colleges and the California State University pursuant to this bill.	The student has a total of 3 or more years of attendance, or attainment of equivalent credits earned while in California, California high schools, California adult schools, campuses of the California Community Colleges, or a combination of those schools, as specified, or the student completes 3 or more years of full-time high school coursework, and a total of 3 or more years of attendance in California elementary schools, California secondary schools, or a combination of California elementary and secondary schools.	The student has graduate from a California high school or attained the equivalent, attained an associate degree from a campus of the California Community Colleges, or fulfill minimum transfer requirements established for the University of California or the California State University for students transferring from campuses of the California Community Colleges.

****All bills expect for the student to modify their immigration status when they can.***

Enrollment Steps for Undocumented Students

Admissions to Determine In-State Tuition

Traditional Undocumented High School Students:

Aligning Law: A student who has the 3 requirements, as per AB 540 (reference below), has the right to In-State tuition. This could be satisfied by attendance to one high school or a combination of different high school.

Course of action: The student needs to complete the California Nonresident Tuition Exemption Request and submits their official final California high school transcripts to the Office of Admissions/Records of the college they attend.

Assembly Bill 540: Allows undocumented students to attend CA colleges and universities and pay resident fees.

Requirements:

- Attended three years total of high school and/or primary schooling in CA
- Has a High School Diploma or obtained a GED
- Agrees to Consider Modifying their legal status in the US

Undocumented Early Graduate High School Students:

Aligning Law: A student has completed high school prior to the graduation date of the senior class they belong to. The student must have attended elementary schools to engage AB 2000 (reference below).

Course of action: Student completes the California Nonresident Tuition Exemption Request, submits their official final California high school transcripts and includes proof of attendance to their elementary school in the state of California.

Assembly Bill 2000: Attainment of credits earned in California from a California high school equivalent to three or more years of full-time high school coursework **AND** a total of three or more years of attendance in California elementary schools, California secondary schools, or a combination of those schools.

This covers eligibility for AB 540, allowed to pay in-state tuition at the California Community Colleges and California State University, and eligible for benefits under the California DREAM Act.

Student working to get Asylum or with expired Visa should visit with the Admissions & Records Office.

Adult School Undocumented Student: Adult School 2 FT attendance = min of 420 hrs/school year

Fulfill one of the following:	» Graduate from a CA High School » Obtain a G.E.D in CA » Attain an associate degree from a CA Community College » Fulfill minimum transfer requirements for University of California or California State University
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Enrollment Steps for Undocumented Students

Financial Aid Eligibility for California Resources

AB130: Allows eligible AB 540 Students to apply for and receive **scholarships** at California public colleges and universities derived from non-state funds.

AB131: Allows eligible AB 540 student to apply for and receive **financial aid** at California public colleges and universities partially derived from state funds beginning in the spring 2013 semester.

Scholarships

Private School Funding

Things to consider when completing CA Dream Act Application

- 1. Parent & Student Employment Information (where applicable)*
- 2. Check emails address included for messages from the CA Student Aid Commission and/or the college*
- 3. Keep login and passwords accessible for annual submission & monitoring*

Common Issues

Apply for Admissions
**No social security number
 or DACA recipient**



- If student is undocumented, leave it blank and select no social security number.
- Students will get an email form admissions stating that they may qualify to submit an AB 540 and AB 2000 form. California Nonresident Tuition Exception form.
- They need to bring their official high school transcripts if they graduated from a CA High School.
- They can contact
 Sylvia Romo Admissions and Records Office
sjaquez@sbccd.cc.ca.us

Online Orientation

Assessment Test

Schedule An Academic
 Counseling Appointment

**Questions regarding
 financial aid and
 scholarships
 Resources**



Financial Aid Office: They may qualify to submit a Dream Act application
www.dream.csac.ca.gov
 no FAFSA



Resources:
www.e4fc.org
 Dreamersroadmap.com(Scholarship Database)
 TheDream.US



Dreamers Resource Center:
 Attorney Referrals
 Dreamers Resources Information

Register and Pay your fees
 Residency hold



AB 540 and AB 2000 form
 California Nonresident Tuition
 Exception form
Sylvia Romo Admissions and Records
 Office

CALIFORNIA DREAM ACT LEGISLATION

AB 540: Allows undocumented students to attend CA colleges and universities and pay resident fees.

Requirements:

- Attended three years total of high school and/or primary schooling in CA
- Has a High School Diploma or obtained a GED
- Agrees to Consider Modifying their legal status in the US

AB 2000: Attainment of credits earned in California from a California high school equivalent to three or more years of full-time high school coursework **AND** a total of three or more years of attendance in California elementary schools, California secondary schools, or a combination of those schools. This covers eligibility for AB 540, allowed to pay in-state tuition at the California Community Colleges and California State University, and eligible for benefits under the California DREAM Act.

SB 68: The bill requests exemptions from requirements to pay nonresident tuition for students that have a total of 3 or more years of attendance, or attainment of equivalent credits earned while in California, California high schools, California adult schools, campuses of the California Community Colleges, or a combination of those schools, as specified, or the student completes 3 or more years of full-time high school coursework, and a total of 3 or more years of attendance in California elementary schools, California secondary schools, or a combination of California elementary and secondary schools. The student has graduated from a California high school or attained the equivalent, attained an associate degree from a campus of the California Community Colleges, or fulfill minimum transfer requirements established for the University of California or the California State University for students transferring from campuses of the California Community Colleges.

AB130: Allows eligible AB 540 Students to apply for and receive **scholarships** at California public colleges and universities derived from non-state funds.

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SB 1210: This bill just signed on Sept. 28, 2014 establishes the Dream Loan Program, which will allow eligible undocumented students attending the University of California or California State University to receive an educational loan of up to \$4,000 per semester and not more than an aggregate of \$20,000 from any one participating institution.

SB 1159: This bill removes barriers for undocumented young people as they seek career and professional licenses. SB 1159 allows an applicant to provide, and a licensing board to accept, an individual taxpayer identification number (ITIN) in lieu of a social security number in the application for a professional license; it ensures that otherwise eligible individuals are not denied based solely on their immigration status.

AB 2160: This bill removes a barrier to state financial aid and significantly improves access to higher education for all students in California. Specifically, **the bill requires all public high schools to electronically submit the grade point averages for 12th graders to the California Student Aid Commission for the purposes of the Cal Grant application,** except for students who have opted out, as specified.

AB 60: Requires the department to issue an original driver license to an applicant who is unable to submit satisfactory proof of legal presence in the United States. Driver license applicants under AB 60 must meet all other qualifications for licensure and must provide satisfactory proof of identity and California residency.

Reference Guide:

Administrative Warrant

A **warrant** issued by a judge on the application of an **administrative** agency. **Administrative** agencies with enforcement power often seek **administrative warrants** to check for contraband or other evidence of non-compliance with the law.

An administrative warrant is simply a document signed by an ICE agent, stating that a person is being designated for possible arrest and possible deportation proceedings. An administrative warrant is not signed by a judge, nor does it pass constitutional muster.

Advanced Parole (<https://www.cbp.gov/travel/us-citizens/advance-parole>)

A permit for a non-citizen, who does not have a valid immigrant visa, to re-enter the United States after traveling abroad for humanitarian, educational or professional reasons.

Ally

Side with or support (someone or something)

Assembly Bill 540

AB 540 is the California legislation that allows undocumented students to attend a community college, California State University or University of California and pay resident fees (in-state tuition). AB 540 is fulfilled by:

- Students must have attended at least 3 years of high school in California **AND**
- Students must graduate from a California high school or obtain the GED in California **AND**
- Students must sign and submit an affidavit to the admissions office with a copy of their high school transcripts.

Asylum (<https://www.uscis.gov/humanitarian/refugees-asylum/asylum>)

A protection given by a government to someone who has left another country in order to escape being harmed.

Biometrics

A unique physical characteristic, such as fingerprints, that can be used for automated recognition.

Board of Immigration Appeals (BIA) (<https://www.justice.gov/eoir/board-of-immigration-appeals>)

The Board of Immigration Appeals is the highest administrative body for interpreting and applying immigration laws. The Board is responsible for applying the immigration and nationality laws uniformly throughout the United States. Accordingly, the Board has been given nationwide jurisdiction to review the orders of Immigration Judges and certain decisions made by the Department of Homeland Security

(DHS), and to provide guidance to the Immigration Judges, DHS, and others, through published decisions. The Board is tasked with resolving the questions before it in a manner that is timely, impartial, and consistent with the Immigration and Nationality Act and regulations, and to provide clear and uniform guidance to Immigration Judges, DHS, and the general public on the proper interpretation and administration of the Immigration and Nationality Act and its implementing regulations. 8 C.F.R. § 1003.1(d)(1).

California Dream Act Application (CDAA)

The California Dream Act is a series of California legislations that allow undocumented students to attend college or university and receive institutional and California Grants.

For financial aid consideration as an AB 540 student, you must complete the California Dream Act Application at <https://dream.csac.ca.gov/> and follow up with your financial aid office.

California Student Aid Commission (CSAC)

Since its creation by the Legislature, in 1955, the Commission has continued to operate as the principal state agency responsible for administering financial aid programs for students attending public and private universities, colleges, and vocational schools in California. The Commission has never wavered from its central mission to make education beyond high school financially accessible to all Californians.

The Commission provides financial aid policy analysis and leadership, in partnership with California's colleges, universities, financial institutions, and financial aid associations.

Deferred Action for early Childhood Arrivals (DACA)

(<https://www.uscis.gov/archive/consideration-deferred-action-childhood-arrivals-daca>)

On June 15, 2012, the Secretary of Homeland Security announced Deferred Action for Childhood Arrivals (DACA) will allow certain individuals, who meet specific guidelines, to request consideration of deferred action from USCIS. Individuals who receive deferred action will not be placed into removal proceedings or removed from the United States for a specified period of time unless terminated. If you receive deferred action, you may be eligible for employment authorization. You may request deferred action for childhood arrivals if you meet the following guidelines.

Only individuals who can prove through verifiable documentation that they meet these guidelines will be considered for deferred action. Determinations will be made on a case-by-case basis under the guidelines set forth in the Secretary of Homeland Security's Memorandum.

Deportation

Also referred to as 'removal' – happens when the federal government orders that a non-citizen person be removed from the United State. Deportation is managed by U.S. Immigration & Customs Enforcement.

Development, Relief and Education for Alien Minors (D.R.E.A.M) Act

A bill in Congress that would grant legal status to certain undocumented immigrants who were brought to the United States as children and went to school here.

DREAMers Resource Center

A location on a college campus that is designated to provide support and information to undocumented students and allies on current events surrounding immigration status & college access.

Felony

A crime, typically one involving violence, regarded as more serious than a misdemeanor, and usually punishable by imprisonment for more than one year or by death.

Freedom of Information Act (FOIA) (<https://www.foia.gov/>)

Since 1967, the Freedom of Information Act (FOIA) has provided the public the right to request access to records from any federal agency. It is often described as the law that keeps citizens in the know about their government.

Green Card

United States lawful permanent residency, informally known as having a green card, is the immigration status of a person authorized to live and work in the United States of America permanently

Homeland Security (Department of) (<https://www.dhs.gov/>)

The Department of Homeland Security was formed after the terrorist attacks of September 11, 2001, as part of a national effort to safeguard the United States against terrorism. Missions include preventing terrorism and enhancing security; managing our borders; administering immigration laws; securing cyberspace; and ensuring disaster resilience.

The Department of Homeland Security secures the nation's air, land, and sea borders to prevent illegal activity while facilitating lawful travel and trade.

Immigration & Customs Enforcement (United States) (<https://www.ice.gov/>)

ICE'S mission is to protect America from the cross-border crime and illegal immigration that threaten national security and public safety. This mission is executed through the enforcement of more than 400 federal statutes and focuses on immigration enforcement, preventing terrorism and combating the illegal movement of people and goods.

In-State Tuition

Public institutions of higher education may set tuition rates for students at different levels, sometimes based on state residency. Though undocumented students in California are considered nonresidents due to their immigration status, AB 540 allows eligible undocumented students to pay the lower in-state tuition rate.

Judicial Warrant

A **judicial warrant** is an official court document, usually with the designation of a specific court, and it is signed by a judge. This means that there has been due process backed by probable cause and pass constitutional consideration.

License

1. California issues drivers licenses to individuals who are undocumented providing DMV test is passed and insurance is current.
2. Professional and vocational licenses are considered as long as individual can pass background checks that may include federal and state clearances.

Mixed Families

Families that include both documented and non-documented members.

Public Charge (<https://www.nilc.org/issues/economic-support/public-charge-overview/>)

Refers to an individual who is likely to become “primarily dependent on the government for subsistence, as demonstrated by either the receipt of public cash assistance for income maintenance or institutionalization for long-term care at government expense

Renewal (DACA)

USCIS strongly encourages you to submit your Deferred Action for Childhood Arrivals (DACA) renewal request between 150 days and 120 days before the expiration date.

Undocumented Student

If you are not a U.S. Citizen or legal permanent resident and do not currently possess a green card, visa, or other legal documentation, you are considered an undocumented immigrant. DACA employment authorization does not qualify as legal documentation.

United States Citizenship & Immigration Services (USCIS) (<https://www.uscis.gov/>)

U.S. Citizenship and Immigration Services (USCIS) is the federal agency that oversees lawful immigration to the United States. They are a component of the Department of Homeland Security.

Visa

An endorsement on a passport indicating that the holder is allowed to enter, leave, or stay for a specified period of time in a country.

Directory of Lawyers for Legal Referrals

Hadley Bajramovic

Hadley@ilohb.com

Immigration Law Offices of Hadley Bajramovic

Consulado de Mexico en San Bernardino & Riverside, CA

Russell Jauregui

rmjlawgroup@gmail.com

Law Office of Russell Jauregui

Colton, CA

Rosa Elena Sahagun

rosaelena@ sahgunlaw.com

The Law Offices of Rosa Elena Sahagun

Riverside, CA

2018 Timeline for Undocumented Services @ Crafton Hills College

Month	Tasks to Complete
July 2018	<ul style="list-style-type: none"> • Engage with professionals with in different departments • Identify resources & potential partners • Work to define <ul style="list-style-type: none"> ❖ Who are we? ❖ What do we do? ❖ What do DACA students need on this campus
August 2018	<ul style="list-style-type: none"> • Institutional Process & Message (branding) • Connect with student leadership • Determine referral system • Parent Inclusion (Roadrunner Rally)
September 2018	<ul style="list-style-type: none"> • Establish Advisory Committee <ul style="list-style-type: none"> ❖ 3 faculty members ❖ 3 Senate • Update Management & Leadership Meetings on work done <ul style="list-style-type: none"> ❖ Student Services Council ❖ Division Meetings ❖ Student Life
October 2018	<ul style="list-style-type: none"> • Outreach Work Plan for United Messaging • Determine referral system (inclusion of part time instructors) • Parent Inclusion <ul style="list-style-type: none"> ❖ Spanish literature & materials • PD: Understanding DACA, DREAMers & Undocumented students • Healthy Students <ul style="list-style-type: none"> ❖ Wellness Sessions due to environmental stressors • Career & Technical Education DACAmended Process Established
November 2018	<ul style="list-style-type: none"> • Alignment of District & SBVC initiatives <ul style="list-style-type: none"> ❖ Legal referrals ❖ Consulate Connections ❖ Community Advocates (Breakfast)
December 2018	<ul style="list-style-type: none"> • Institutional Process & Message (branding) <ul style="list-style-type: none"> ❖ Guided Path Way ❖ Visual Promotions (poster campaign) ▪ College Initiative Launch Page <ul style="list-style-type: none"> ❖ Website – launched or added to current pages • Best Practices <ul style="list-style-type: none"> ❖ Admissions Outreach of In-State Tuition Eligibility ❖ Financial Aid Awareness ❖ CTE Licensing Options