Admission

Admission Policy

Apply Online (Admission > Admission Policies > Apply Online)

General Admission Policy (Admission > Admission Policies > General Admission Policy)

- Interested applicants can contact CSTU via the website or by phone. Upon inquiry, an information package is typically sent. Prospective students are encouraged to schedule a meeting with an admissions representative to discuss programs, qualifications, and tour the facilities. The application process starts with a questionnaire and an approximately 30 minute interview, either by phone or in person, where details about programs, tuition, payment plans, and entrance requirements are provided.
- When the applicant is accepted, a Degree Plan generally referred to as an Individual Academic Plan (IAP) will be prepared listing the academic requirements that must be met for successful completion of the selected program.
- Admission to any program requires a Bachelor degree or its equivalent completed at an appropriately accredited postsecondary institution.
- The Master's degree programs require 30 graduate semester credits completed beyond the Bachelor's degree. CSTU will consider for transfer and may accept a maximum of 6 graduate semester credits in transfer toward a Master's degree program, earned in graduate courses for which a grade of "B" or higher was earned. The Certificate program can accept up to six (6) transfer credits.
- To enable the evaluation of prior college work, official transcripts must be provided. Appropriately accredited postsecondary institutions are defined as those accredited by an accrediting agency recognized by the United States Department of Education, or by an accrediting agency recognized by the Council for Higher Education Accreditation (CHEA) or, for non-United States institutions, an educational institution approved by an equivalent authority.
- Applicants with an undergraduate degree at the baccalaureate level from a school outside the United States must have their undergraduate transcripts evaluated by an independent National Association of Credential Evaluation Services (NACES) approved agency. The evaluation findings will be acceptable as satisfaction of the degree requirement when indicating that an applicant's degree is the equivalent of one received from a regionally or nationally accredited or approved college in the United States.

Admission Procedures (Admission > Admission Policies > General Admission Procedures)

- To apply for admission, the prospective student must complete the following:

- 1. Educational History: Applicants must also submit their educational history as part of their application. The history must include names, locations, and colleges and/or universities enrollment information.
- 2. Proof of Undergraduate Degree Completion: Applicants must present proof of their undergraduate degree and transcript in one of the following formats.
  - (a) Official copies sent directly to CSTU from an official authority (Ministry of Education, the school itself, etc.); the copies must be received unopened.
  - (b) Photocopies of the original degree and transcript approved by an official authority or by a notary.
  - (c) Original Diploma and transcript. Diplomas and transcripts that are not in English need to be submitted together with an official translation. In certain cases, the Admissions Office may require an applicant to present additional documentation.
- California Science and Technology University does not
  - accept hours or credit earned through challenge examinations, achievement tests, or experiential learning.
  - admit ability-to-benefit students.
  - Have any transfer or articulation agreements with any other college or university
  - Offer English as a Second Language instruction. All instruction occurs in English.

Visa Services And English Proficiency Verification (Admission > Admission Policies > Visa Services And English Proficiency Verification)

- Candidates whose native language is not English and who have not completed their studies at an accredited U.S. college or university must submit evidence of English proficiency through one of the following methods:
  - Test of English as a Foreign Language (TOEFL) with a minimum score (master's degree) of 500 for paper based, or 60 for iBT Internet based.
  - A transcript verifying completion of at least 30 semester hours of credit with an average grade of "C" or higher at an appropriately accredited college or university where the language of instruction was English; "B" or higher for master's degree.
  - A transcript verifying a grade of "C" or higher in an English composition course from an appropriately accredited/recognized college or university; "B" or higher for master's degree.
- Submission of TOEFL or IELTS scores are NOT necessary if you have:
  - completed their undergraduate degrees at a nationally or regionally accredited U.S. college or university.
  - worked in the United States for more than four 4 years.
  - studied at other universities in countries where English is the official language for more than one (1) year.

Review of Documentation (Admission > Admission Policies > Review of Documentation)

- Any document sent by an applicant in support of his or her application may be reviewed by relevant institutions, including the institution issuing the documentation and/or by an established foreign evaluation service that can establish degree comparability.

- Three credible providers of credential evaluations are World Education Services (WES www.wes.org); International Education Research Foundation (IERF www.ierf.org); and American Association of Collegiate Registrars and Admission Officers (AACRAO www.aacrao.org), but CSTU may also accept evaluations from other credible sources.

Transfer Credit (Admission > Admission Policies > Transfer Credit)

- The transfer credit toward a degree may be awarded for postsecondary courses completed by students at other institutions if such courses are found to meet the standards of CSTU and the requirements of the specific program of interest. The registrar evaluates transcripts based on the following criteria and policies:
    - Transfer institution is regionally or nationally accredited in the U.S. to grant graduate degrees.
    - Courses are graded at least a 3.0 (B) on a 4.0 grading scale.
    - Courses are graduate level at the transfer institution and constitute a fair and reasonable equivalent to current CSTU course work at the graduate level.
    - Courses logically fit into the program for the degree.
- A maximum of 20% of the total credits (7 semester credits) required to complete the program may be applied from credits transferred into the program.

Notice Concerning Transferability of Credits and Credentials Earned at Our Institution. (Admission > Admission Policies > Notice Concerning Transferability of Credits and Credentials Earned at Our Institution)

- The transferability of credits you earn at California Science and Technology University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree or certificate you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the degree or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending (insert name of institution) to determine if your credits or certificate will transfer

Completing the Required Course (Admission > Admission Policies > Completing the Required Course)

- Students are advised and individually guided through courses by direct contact with their Professors. With assistance from their Professors, students proceed from course to course in a steady, organized manner. This enables educational objectives to be achieved in the shortest possible time frame.
- Upon enrolling in a course, the student receives a course syllabus and information about how to contact his/her Professor assigned for that course. CSTU works with an online supplier to provide textbooks for students. Students are encouraged to use the services; however, textbooks may be purchased from local college bookstores, from publishers, or from other suppliers.

- The faculty and staff of CSTU are available to assist students in achieving their educational objectives. CSTU is especially sensitive to the special needs of adult students returning to college after a long absence from the classroom.

Attendance (Admission > Admission Policies > Attendance)

- A student is considered tardy if they are more than 15 minutes late for class. Students with excessive tardiness must meet with Student Services for advisement. Excessive tardiness is defined as the accumulation of six (6) or more tardies. Six (6) tardies equal one (1) absence.
- Any absence (also known as a class cut) needs to be made up by watching the class recording video if it is available and read the class materials. Excessive absenteeism will be placed on attendance probation. Excessive absences are defined as absence from three (3) or more lectures in a course. Students will be dismissed from the school if they are on attendance probation for two (2) consecutive courses unless they provide reasonable justification to the Department of Student Services.
- Satisfactory attendance rate is defined as at least 67% attendance under Satisfactory Academic Progress standards and attendance ten (10) lectures in a course.

Leave of Absence(LOA) (Admission > Admission Policies > Leave of Absence(LOA))

- A leave of absence (LOA) is a temporary interruption of educational studies for a specified period of time. A leave of absence period may not exceed 180 days within any 12-month period. CSTU may grant more than one leave of absence in the event that unforeseen circumstances arise, such as medical reasons affecting the student or a member of student's immediate family, military service requirements, or jury duty, provided that the combined leaves of absence do not exceed 180 days within the 12-month period.
- If the student does not return following the leave of absence, CSTU will terminate the student and apply the refund policy in accordance with applicable and published requirements. All leave of absence requests must be submitted in writing and then approved by CSTU. Students must complete an LOA request form from the Student Services Office, sign & date it, and attached any additional supporting documentation. The period of the leave of absence may not begin until the student has submitted and CSTU has approved a written and signed request for an approved leave of absence.

Cancellation and Refund Policy

Student's Right to Cancel (Admission > Cancellation and Refund Policy > Student's Right to Cancel)

- You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance.
- Cancellation may occur when the student provides a written notice of cancellation at the following address: 1601 McCarthy Boulevard, Milpitas, CA 95035

- This can be done by mail or by hand delivery.
- The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
- If the Enrollment Agreement is canceled the school will refund the student any money he/she paid, less a registration or administration fee not to exceed $250.00, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
- Withdrawal from the Program:
    - The institutional refund policy for students who have completed 60 percent or less of the course of instruction shall be a pro rata refund. After the end of the cancellation period, you have a right to terminate your studies at this school at any time, and you have the right to receive a refund for the part of the course or program you have paid for and did not receive. You have the right to withdraw from the course of instruction at any time. If you withdraw from the course of instruction after the period allowed for cancellation, the school will remit a refund, less a registration fee $90.00, within 45 days following your withdrawal. You are obligated to pay only for educational services rendered and for unreturned books or equipment.
    - Deduct a registration fee ($90) from the total tuition charge paid.
    - Divide this figure by the number of days in the program.
    - The quotient is the daily charge for the program.
    - The amount owed by you for purposes of calculating a refund is derived by multiplying the total days attended by the daily charge for instruction.
    - The refund would be any amount in excess of the figure derived in (D) that was paid by you.
    - The refund amount shall be adjusted for equipment, if applicable.
- For example: If the tuition for the course is $1200 and the course lasts 12 weeks then the weekly charge would be $100. If you then withdraw after 5 weeks you would calculate your refund as follows: You would owe 5 weeks x $100 = $500. If you paid the total tuition charge of $1200 then you would deduct $500 from $1200 and you would be entitled to $700 refund.
- If you obtain books or equipment, as specified in the enrollment agreement and return them in good condition within 30 days following the date of their withdrawal, the school shall refund the charge for the books or equipment paid by you. If you fail to return books or equipment in good condition within the 30 day period, the school may offset against the refund the documented cost for books or equipment exceeding the prorated refund amount.
- You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed $250.00, and less any deduction for equipment not returned in good condition, within 40 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.
- For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:
    - The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.

- - The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
    - The student fails to return from a leave of absence.
- For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal.
- If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.
- If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

Tuition Payment Method (Admission > Cancellation and Refund Policy > Tuition Payment Method)

- California Science and Technology University (CSTU) is an approved education provider for veterans and other eligible beneficiaries. CSTU will provide veterans with needed computers and books for studying in our programs.
- CSTU is also a training provider for EDD, If you are eligible, California Training Benefits (CTB) allows you to receive additional six months of Unemployment Insurance (UI) benefits while you attend CSTU training. CSTU can also offer paid intern opportunities during your training at CSTU.
- Various scholarships are also available to all students. The scholarship is merit-based, everyone is welcome to apply. Most students will receive some kind of scholarship. As many companies in Silicon Valley have the tuition reimbursement program, together with CSTU's scholarship, there would be no cost to you to attend our programs if your company has a tuition reimbursement program.

Tuition, Fees, and Additional Fees

Schedule of Costs (Admission >Tuition, fees, and Additional Fees > Schedule of Costs)

- Registration Non refundable: $90 all programs of study
- STRF Non-Refundable: $0 for all non - refundable
- Master of Business Administration (MBA)
    - First-year Tuition Refundable: $12,600.00
    - Program Tuition Refundable: $21,000.00
    - Total Cost: $21,090.00
- Master of Science in Computer Systems and Engineering (MSCSE)

- - First-year Tuition Refundable: $12,600.00
  - Program Tuition Refundable: $21,000.00
  - Total Cost: $21,090.00
- Bachelor of Science in Business Administration (BSBA)
  - First-year Tuition Refundable: $18,000.00
  - Program Tuition Refundable: $72,000.00
  - Total Cost: $72,090.00
- Bachelor of Science in Computer Systems and Engineering (BSCSE)
  - First-year Tuition Refundable: $18,000.00
  - Program Tuition Refundable: $72,000.00
  - Total Cost: $72,090.00
- Emerging Technology Training Program (Certificate)
  - First-year Tuition Refundable: $8,400.00
  - Program Tuition Refundable: $8,400.00
  - Total Cost: $8,490.00
- *Effective April 1, 2024, the Student Tuition Recovery Fund (STRF) assessment rate will change from two dollars and fifty cents ($2.50) per one thousand dollars ($1,000) of institutional charges to zero dollar ($0.00) per one thousand dollars ($1,000) of institutional charges.
- Note: Authority cited: Sections 94877, 94923 and 94924, Education Code. Reference: Sections 94843, 94911(b), 94923 and 94924, Education Code.
- Students must purchase the textbook required for their course before class at the student's own cost. The estimated costs are as follows:
  - Master of Business Administration (MBA): $500.00
  - Master of Science in Computer Systems and Engineering (MSCSE): $500.00
  - Emerging Technology Training Program (Certificate): $200.00

Additional Fees (Admission >Tuition, fees, and Additional Fees > Additional Fees)

- The following fees and charges are costs that students may incur beyond the basic tuition cost for specific degree programs. Fees are charged when services are rendered.
  - International Transcripts Evaluation Fee $150.00
  - Student Transfer Out Fee $250.00
  - Late Registration Fee $50.00
  - Master Level Graduation Fee $250.00
  - Additional Transcript Fee $15.00
  - Change of Program Fee $50.00
  - Leave of Absence Fee $50.00
  - Returned Check Fee $50.00
- Return Check and Credit Card Declines Policy - Students are responsible for all fees relating to checks returned from the bank due to nonpayment. The CSTU charges a fee of $50.00 for any returned check or credit card declined.

Student Tuition Recovery Fund (Admission >Tuition, fees, and Additional Fees > Student Tuition Recovery Fund)

- The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.
- You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.
- It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market, Suite 225, Sacramento, CA 95834. P.O. Box 980818, West Sacramento, CA 95798-0818, (916) 431-6959 or (888) 370-7589.
- To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:
  - The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
  - You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120 day period before the program was discontinued.
  - You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
  - The institution has been ordered to pay a refund by the Bureau but has failed to do so.
  - The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
  - You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
  - You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.
- To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.
- A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise

been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.
● However, no claim can be paid to any student without a social security number or a taxpayer identification number.

International Students

International Students (Admission > International Students > International Students)

- International Student Application Requirements
  - CSTU is authorized to enroll international students and issue the I-20 form, enabling students to enter the U.S. with a student visa (F-1). The followings documents are required for International Applicants:
    - Proof of English Language Proficiency
    - Transcripts and bachelor's diploma
    - Certificate of Financial Support with supporting documents. All financial documents must be originals in English and U.S. dollars.
    - Payment for the application fee.
  - The Admissions Office will issue letters of acceptance, and the I-20 form after the student has been admitted and has been financially certified by the University.
  - Students can only arrive in the US within thirty (30) days of the program starting date and must report to school within seven (7) days after arriving in the U.S. or the I-20 will be voided. A student wishing to transfer at the end of a semester must apply during that semester to allow enough processing time with the U.S. Citizenship and Immigration Services (USCIS).
- Requirements for bringing dependents
  - If you are an international applicant planning to bring your spouse or child with you to the U.S., please submit the following additional documents:
    - The processing fee for dependent documents is US$50
  - If the dependent is the spouse of the applicant
    - Copy of spouse's passport
    - Certified copy of marriage certificate
  - If the dependent is the child of the applicant
    - Copy of child's passport
    - Certified copy of the child's birth certificate evaluation of international transcripts
- Evaluation of International Transcripts
  - An applicant must submit original diplomas and transcripts with certified translation into English to an independent transcript evaluation service that is a member of either the National Association of Credential Evaluation Services (NACES) OR the Association of International Credential Evaluators (AICE), or American Association of Collegiate Registrars and Admissions Officers (AACRAO). A list of the agencies and instructions for submissions can be obtained from an admissions officer. The two most commonly used by our applicants and students are IERF and ACEI. All transcripts from countries outside of the USA must be verified and evaluated

indicating that the coursework and bachelor's degree are comparable to United States educational standards.
- All applicants whose education credits were completed outside the U.S.A. cannot receive full acceptance until an evaluation of their transcripts has been completed. The foreign degree and transcript evaluation and verification process must be completed before the student is officially enrolled. Failure to complete this process within the allotted time may result in delayed admission or deferral to a future term.
- English Language Proficiency
  - An applicant for a master's degree program whose native language is other than English must have a score of 60 (internet-based) on the Test of English as a Foreign Language (TOEFL), or 6.0 on the International English Language Testing System (IELTS), 85 on the Duolingo English test, and must send their official scores to CSTU Admissions Office.
- Exemptions
  - An applicant may be exempted from the TOEFL, IELTS, or Duolingo standards if s/he can present proof of one of the following:
  - Have graduated from an educational institution where English is the principal language of instruction (U.S.A. or foreign). Have completed prior education from countries in which the official primary language is English.
- For Change of Status to F-1 Students
  - Students must meet with CSTU's Admissions Officer prior to proceeding with a Change of Status (COS). In order to change your status to F-1, you are required to submit your application to U.S. Citizenship and Immigration Services (USCIS).
  - COS applicants must have valid immigration status at the time of submitting their COS application.
  - This procedure requires non-immigrants to file a COS within the U.S. and the processing time is approximately 3-4 months. Applicants must provide all required admission documents in addition to the following documents:
    - Copy of passport and U.S. current Visa stamp;
    - Copy of I-94 Record (https://i94.cbp.dhs.gov/I94/#/home)
    - Copy of US port of entry stamp date;
    - Deposit of $2, 000 (applicable to tuition).
  - The Admission Office will issue a "Change of Status" I-20 for this type of procedure. Once you receive the I-20, you must meet your immigration lawyer to review the required documents for the USCIS application.
  - Obtaining the I-20 does not change your status to F-1. You will need to submit your application packet to USCIS and receive COS approval in order to complete your COS to F-1.
- Requirements for admission
  - English Proficiency
  - GPA - You need to have a GPA (on a 4.0 scale) of at least 2.5.
  - Bachelor's Degree - You need to submit a copy of the diploma and an official copy of the transcript in English.
  - Resume - We need an up-to-date resume, especially if you have work experience, please detail the work you have completed.

- ○ Certificate of Financial Support - You need to provide a financial support document to show that you have sufficient funds to cover tuition, fees, and living expenses for at least 12 months.
- How to evaluate international transcripts and compute the GPA?
  - ○ Applicants can submit original diplomas and transcripts with certified translation into English to an independent transcript evaluation service that is a member of either the National Association of Credential Evaluation Services (NACES) OR the Association of International Credential Evaluators (AICE), or American Association of Collegiate Registrars and Admissions Officers (AACRAO). A list of the agencies and instructions for submissions can be obtained from an admissions officer or search on the Internet. The two most commonly used by our applicants and students are IERF and ACEI. All transcripts from countries outside of the USA must be verified and evaluated indicating that the coursework and bachelor's degree are comparable to United States educational standards.
  - ○ All applicants whose education credits were completed outside the U.S.A. cannot receive full acceptance until an evaluation of their transcripts has been completed. The foreign degree and transcript evaluation and verification process must be completed before the student is officially enrolled. Failure to complete this process within the allotted time may result in delayed admission or deferral to a future term.
- Can I receive credit for previous work at a university?
  - ○ Yes. You will have to submit additional information with your application. You can transfer up to 6 credits toward your degree at CSTU.
- How much does it cost to attend CSTU as an international student?
  - ○ CSTU has very cost-effective master's degree programs. International students are charged the same as residents of the United States. The annual tuition ranges from $12,000 to $15,000 depending on how many courses you would take and the living cost ranges from $8,000 to $15,000. For your financial support document, you should have at least $30,000 fund available to support your first 12 months in the US.
- Are there any scholarships available?
  - ○ CSTU does offer scholarships to International students based on academic merit.
- How and when do I receive the I-20?
  - ○ You will receive the I-20 after you have been offered admission to CSTU and you have confirmed that you would like to attend the CSTU by replying to the CSTU Admission Office. The Admission Office will issue the I-20 to you.
- What majors and programs are offered to International students?
  - ○ At CSTU, international students can choose either the MBA or MSCSE program.
- How and when do I register for classes?
  - ○ You will register for classes during International Student Orientation after you have arrived on the CSTU campus. You will be able to register for courses once you have arrived on campus.
- Is there public transportation that I can take to get around off campus?
  - ○ CSTU students have access to a local light-rail train service with a station within walking distance of the CSTU campus.
- Are employment opportunities available to international students?
  - ○ Yes. International students studying at CSTU are eligible for institutional student employment jobs.
- What should I do after I am admitted to CSTU?

- Confirm your acceptance of the admission offer by replying to the Admission Office's admission email. You MUST confirm your acceptance in order to receive the I-20. After your confirmation, the I-20 will be emailed to you.
  - After you have received the I-20 and admission letter in the email, you should begin the visa application process.
  - After you have been granted the visa, you should confirm the date you need to be on campus for an International Student Orientation.
  - After you confirm the date you need to be on campus, you should purchase your airfare. You will need to arrive in the US before the date. You can arrive seven days earlier, but need to report to the school before or on the date.

Veteran (Admission > Veteran)

- Tuition Benefits
  - Our hybrid training program is fully covered by your GI Bill, and we also provide scholarships for your family members. Please reach out to us for more information and details about the available scholarships.
  - Get AI training at CSTU to qualify for High Pay IT Jobs.
    - Chapter 33 Post 9/11 GI Bill Benefit
    - Visit the VA's GI Bill Site for verify enrollment
    - Tuition benefit $27,120 per year*
    - Housing benefit $4,362 per month*
    - Six enrollment opportunities per year
    - *Qualified Veterans and Family Members Only

Academic

Academic Policies

Satisfactory Academic Progress (Academic>Academic Policies>Satisfactory Academic Progress)

- A student must maintain satisfactory academic progress (SAP) in order to remain in training. SAP is cumulative in that it includes all periods of attendance; and all periods of attendance are counted toward the maximum time frame allotted. SAP is applied to all students equally and measured weekly in all programs. In order to comply with the California Science and Technology University's satisfactory academic progress policy, the student must:
  - Be enrolled in a program of study with a valid enrollment agreement
  - Complete his/her program within the maximum time allowed. Maximum time allowed is 150% of the published program length.
  - Maintain satisfactory attendance.

- For a credit hour program, the credit hours attempted cannot exceed 1.5 times the credit hours required to complete the program. The school is not required to terminate the enrollment of a student who is unable to complete the program within the maximum timeframe unless the school has determined that the student has failed to meet school policies that would otherwise warrant termination (e.g., academic progress or attendance policies). For the purposes of reporting student achievement, the school may not classify students who do not complete the program within the maximum timeframe as graduates.
- At CSTU all the students' grades and evaluations are based on demonstrated performance during each course and the level of academic knowledge gained during the course. The grading will consist of letter grades of A through F with grade points as indicated in this catalog. Additional elements of essays, problems, projects and case studies will receive letter grades from the faculty based on the grading rubric established by the CSTU. Each course is based on a total of 100 maximum points.

Grade Point Average (Academic>Academic Policies>Grade Point Average)

- A student's grade point average (GPA) is obtained by dividing the total number of points earned by the total credit hours attempted. Grades and symbols used to record academic progress are listed in the grading system table below. GPA is based on a maximum of 4.0. Grade points are assigned to all grades as follows:

Grade	GPA	Indicator
A+	4.00	Excellent
A	4.00	Excellent
A-	3.67	Excellent
B+	3.33	Above Average
B	3.00	Very Good
B-	2.67	Good
C+	2.33	Average
C	2.00	Satisfactory
C-	1.67	Need to Repeat
D+	1.33	Need to Repeat
D	1.00	Need to Repeat
D-	0.67	Need to Repeat
F	0	Need to Repeat
P	0	Pass
I	N/A	Incomplete
T	N/A	Transfer Credit
W	N/A	Withdrawal

Latin Honors (Academic>Academic Policies>Latin Honors)

- 3.50 to 3.69 -Cum Laude – with honors
- 3.70 to 3.89 -Magna Cum Laude – with high honors
- 3.90 to 4.00 -Summa Cum Laude – with highest honors
- Grading Period: The grading period for each program is eight (8) weeks in length.
- Progress Reports: Updates to progress are made after each lecture, homework, midterm and final exam. Online progress reports are available for each program. Students can login into school learning

system, Campus Administration and Management System (CAMS), and monitor their academic progress, which will give a predicted final score on the course. The CSTU Chief Academic Officer will contact students if the system predicts the student will fail the course. Besides the progress report for each course, the satisfactory progress for a program will be evaluated at 25%, 50%, 75% and 100% time of the program. Students need to maintain an average GPA of B to meet SAP standards. Students not meeting SAP standards will meet with the Chief Academic Officer to establish a written plan for improvement.

- ○ Failure to Meet SAP Standards: A student who is making unsatisfactory progress at the end of a grading period or at the program evaluation time will be placed on academic probation for the next grading period. If the student on academic probation achieves satisfactory progress for the subsequent period but has not achieved the required grades for overall satisfactory progress, the student may be continued on probation for one more grading period. If the student on probation fails to achieve satisfactory progress for the first probationary grading period, the student's enrollment will be terminated. If a student on probation fails to achieve satisfactory progress for the program at the end of two successive probationary grading periods, the student will be terminated. When a student is placed on academic probation, the student will be required to communicate with the Office of the Registrar prior to returning to class. The Office of the Registrar will inform the student of the date, action taken, and terms of the probation. This information will be clearly indicated in the appropriate permanent student's record.

Academic Dismissal (Academic>Academic Policies>Academic Dismissal)

- Any student who fails to achieve overall satisfactory progress for the program at the end of two successive probationary grading periods will be suspended from enrollment.

Academic Suspension Reinstatement (Academic>Academic Policies>Academic Suspension Reinstatement)

- A student whose enrollment is suspended for unsatisfactory progress may reapply for admission after a minimum of one grading period. A student who returns after the enrollment was suspended for unsatisfactory progress will be placed on probation for the next grading period. The student will be advised of this action, and the student's file documented accordingly.

Academic Dismissal/Termination (Academic>Academic Policies>Academic Dismissal/Termination)

- If the student does not maintain satisfactory progress during or by the end of this final probationary period, then the student's enrollment will be terminated. Application of Standards: Satisfactory academic progress standards apply to all students and include all periods of the student's enrollment.
  - ○ Appeals: Re-admission after termination for failing to meet SAP standards may be granted to an individual if a written appeal is made to the CSTU and the individual substantiates that mitigating circumstances were involved and corrective measures have been taken to prevent a recurrence. Appeals must be made within one month of the date of SAP notification.
  - ○ Reinstatement: Students who have been dismissed for failure to maintain satisfactory academic progress may apply to be re-admitted after six (6) months. Such students may be re-admitted

under a probation status. Such students can re-establish SAP good standing by successfully completing failed courses with a grade of "C" / 2.00 or better.

○ Students who are placed on Academic may apply to be reinstated as "active students." To change the status to active, students must submit a completed application for reinstatement along with a fee of $400.00. Additional tuition fees will apply to uncompleted coursework.

○ Transferred or Re-admitted Students' Maximum Time Frame: Transferred or re-admitted students will be allowed a maximum time frame of 150% of the portion of the program remaining at the point of re-entry.

○ Incomplete Grades: Students receiving, at the discretion of the faculty member, a grade of "I" will be evaluated according to the minimum standard for academic progress and will be re-evaluated at the end of the first two weeks of the following course during which time the student may complete missing work. Courses indicating an "I" at the end of the two-week period will become an "F" with a "0" added to the GPA.

○ A student who withdraws during the last quarter of his/her program will receive a grade of "incomplete" if the student requests the grade at the time of withdrawal and the student withdraws for an appropriate reason unrelated to the student's academic status. A student who receives a grade of incomplete may reenroll in the program during the 12-month period following the date the student withdraws and complete those incomplete subjects without payment of additional tuition.

○ Make-Up Work: Make-up work requirements are described on each course syllabus. Make-up work may be required for any absence. However, hours of make-up work cannot be accepted as hours of class attendance.

○ Course Withdrawals: If a student withdraws prior to the mid-point in a course, the student receives a "W" and the GPA is not affected but will be counted as work attempted. The student who receives a "W" grade will have a 12-month period following the date the student withdraws to complete the course at no additional tuition.

○ Transfer Credits: Transfer of credit courses does not affect the GPA and are not calculated in SAP. They are reflected on the transcript as "T".

○ Repeating a Course: Students must repeat courses in which they have received an "F" grade or from which they withdraw. Students will be charged the regular tuition fees for each course they repeat in which they received an "F" grade. Students must earn a cumulative GPA of 3.0 or higher on a 4.0 scale on all courses that carry a graduate credit. At CSTU, no grade below C is acceptable for credit toward a certificate or degree and if a student receives a grade below C in any graduate course, that course must be repeated. The new grade will replace the old grade for grade point average calculation, but the old grade will remain in the transcript. For students who wish to improve their grade, the fee for repeating a course is the same as the regular tuition.

○ Remedial Work: Remedial work is neither provided nor required.

Program Description

- The MSCSE program is designed for students who intend to become professional engineers in the high-technology industry, as well as for those who desire a modern, general education based on the problems and the promises of a technological society. CSTU offers a friendly atmosphere and a variety of academic programs that have made CSTU engineering graduates highly valued in high-tech firms in the Silicon Valley.
- Program Length: 24 months
- Semester Credit Hours: 30
- Program Objectives:
    - To provide each student the best education by tailoring each student's study plan based on the student's background and interests.
    - To provide in-depth professional training with state-of-the-art learning resources to the student.
    - To provide relevant laboratory experience throughout each program as an integral part of the education.
    - To nurture a learning environment which leads to professional values recognizing high quality and integrity in a true engineer.
    - To provide graduate students an opportunity to pursue advanced training and professional development to practice their profession with increased competence.
- A minimum of 30 semester credits of graduate study are required for the Master of Science in Computer Systems and Engineering program (MSCSE). They include a few required core courses, a number of elective courses based on the student's selection of technical pursuit, and a required capstone course. The computer systems engineering coursework will develop technical skills beneficial to the student for career planning. The student also has the opportunity to take elective courses outside of computer systems engineering to broaden the student's skillset. Upon clearing background preparation work, the student starts to take courses to meet the degree requirements. The student must begin his/her graduate study with the subjects listed in the Core Course section.
- Graduates may gain entry-level employment or higher level positions that may include such position titles as software engineer, data analyst, data procession engineer, and artificial intelligence engineer.
- I. Core Requirements (21 credits)
    - CSE500 Software Design and Implementation
    - CSE520 Advanced Operating System
    - CSE530 Big Data: Storage and Analysis
    - CSE540 Advanced Data Structure and Algorithms
    - CSE544 Mobile Programming
    - CSE548 Artificial Intelligence
    - CSE550 Advanced Java Programming for Internet Application
    - CSE554 Internet and Network Security
    - CSE556 Database System
    - CSE558 Machine Learning
    - CSE562 Advanced Computer Networks

- - CSE572 Artificial Intelligence application using TensorFlow
    - CSE574 Deep Learning
    - CSE580 Python for Artificial Intelligence
    - MB584 Practical Machine Learning Using Python (Numpy, Pandas, Matplotlib, Scikit Learn)
    - CSE590 Special Topics
- II. Electives (6 credits)
  - The student may take any graduate-level courses to meet the requirements of elective courses, including those outside of computer engineering. When applicable, the student may take Curricular Practicum courses and engage in practical training to work on company projects that are directly related to the student's course of study. No more than 6 credits of practicum coursework may be counted towards graduation. Part-time CPT is 1 credit, together with concurrent 9 course credits, and full time CPT is 2 credits, together with 6 concurrent course credits. Each 1 credit of a practicum course requires at least 45 hours of practical experience related to the student's program curriculum.
    - CSE598 Computer Systems Engineering Internship
- III. Capstone Course CSE599 (3 credits) (A required subject)
  - Students are required to start the capstone project as early as possible and under the guidance of the school adviser, integrate the knowledge and skills learned from the courses taken during the program.
    - CSE599 Computer Systems Engineering Capstone
- IV. Graduation Requirements
  - The Master of science in Computer Systems and Engineering (MSCSE) degree program requires a minimum of 30 credits of graduate-level courses. The MSCSE degree program requires coursework in the following categories:
    - Core Requirements,
    - Electives, and
    - A Capstone Course.

MBA (Academic>Program Descriptions>Master of Business Administration in Data Science and Business Administration (MBA))

- The objective of the master's degree programs is to provide advanced training to those who wish to practice their profession with increased competence in the global business industries. The program emphasizes both mastery of subject matter and an understanding of related research and research methodology. This emphasis implies development of the student's ability to integrate and apply the subject matter.
- Program Length: 24 months
- Semester Credit Hours (Credits): 30
- Program Objectives:
  - Students will demonstrate an understanding of business knowledge (principles, concepts, theories, perspectives) and skills (procedures, methods, strategies, approaches) for each business function/discipline, and of the interrelationships among business functions/disciplines.

- Students will demonstrate the capacity to assess business environments and opportunities, and to align business activities in developing and implementing organizational strategy and change in complex and uncertain conditions.
- Students will demonstrate the capacity to identify problems, define objectives, gather and analyze information, evaluate risks and alternatives, make decisions that are ethical and responsible, and to communicate clear, defensible ideas and plans.
- Students will demonstrate the capacity to acquire and manage organizations financial capital, human capital, assets, information, and technology.
- Students will demonstrate the capacity to work effectively and communicate with others as a colleague and as a manager.
- Students will demonstrate the capacity to collaborate and communicate effectively with others.
- Students will demonstrate the capacity to manage, influence, and lead others, and facilitate their development.
- Students will demonstrate the capacity to perceive commonalities and differences in others' values, styles, and perspectives, and how culture affects those commonalities and differences.
- Students will demonstrate the capacity for continual self-managed learning for professional and career development.

- A minimum of 30 semester credit hours of graduate study are required for the MBA program. The MBA curriculum includes coursework in the following categories: Core Requirements, Electives, and a Capstone Course.
- Upon clearing background preparation work, students start to take courses to meet the degree requirements, beginning with the Core Requirements courses.
- Upon completion of the training, graduates may obtain entry-level or senior level jobs based on prior work experience. Entry-level jobs may include data analyst, junior data engineer, data engineers, or marketing analyst. Senior level jobs may include data scientist, senior marketing analyst, or marketing manager/director.
- I. Core Requirements (21 credits) The following required courses provide a knowledge base of interdisciplinary business theories and techniques for the students who would like to pursue a career in business management with the concentration in Data Science. The students can select eight courses from the following list to fulfil the core requirements.
    - MB500 Financial Management
    - MB510 Human Resource Management
    - MB530 Statistics for data analysis
    - MB532 Statistics for Business Decision
    - MB550 Project Management
    - MB552 Management Information System
    - MB554 Leadership
    - MB558 Financial Accounting and Analysis
    - MB560 Marketing Management
    - MB562 Digital Marketing
    - MB570 Business and Human Resources Law
    - MB572 Organizational Behavior
    - MB580 Business Analytics and Strategy
    - MB584 Practical Machine Learning Using Python (Numpy, Pandas, Matplotlib, Scikit Learn)

- ○ MB586 Python and Big Data
  - ○ MB590 Special Topics
  - ○ CSE540 Advanced Data Structure and Algorithms
  - ○ CSE558 Machine Learning
  - ○ CSE572 Artificial Intelligence application using TensorFlow
- ● II. Electives (6 credits)
  - ○ The students may elect any graduate-level courses to meet the electives requirement. The following is additional options for the elective courses:
  - ○ Curricular Practicum: When applicable, the student may take curricular practicum courses and engage in practical training to work on company projects that are directly related to the student's course of study. The student must observe the rules required for taking the practicum courses. No more than 6 credits of practicum coursework may be counted towards graduation. Part-time CPT is 1 credit, together with concurrent 9 course credits, and full time CPT is 2 credits, together with 6 concurrent course credits. Each 1 credit of a practicum course requires at least 45 hours of practical experience related to the student's program curriculum.
  - ○ MB598 Business Administration Internship
- ● III. Capstone Course (3 credits) (A required subject)
  - ○ Students are required to start the capstone project as early as possible and under the guidance of the school adviser, integrate the knowledge and skills learned from the courses taken during the program.
  - ○ MB599 Business Administration Capstone
- ● IV. Graduation Requirements
  - ○ The Master of Business Administration degree program requires a minimum of 30 credits of graduate-level courses. The MBA degree program requires coursework in the following categories:
    - ■ Core Requirements
    - ■ Electives, and
    - ■ A Capstone Course.
- ● The following are required for graduation:
  - ○ A graduate student admitted with under-graduate deficiencies must clear the deficiencies in the early terms. The student may clear a subject by either taking the course and earning a passing grade or passing a proficiency exam on the subject
  - ○ Maintain a grade of C- or better for all courses taken to clear deficiencies or towards the degree requirements
  - ○ Maintain an overall G.P.A. of 3.0 or better
  - ○ Maintain good standing with the University – with clear financial, library, and other school records
  - ○ The student is approved to graduate after filing a petition for graduation

- The Computer Systems and Engineering program strives for quality in teaching and research by covering the fundamentals as well as applied aspects of computer science while enabling students with technological problem-solving skills, collaborative activities, and consideration of ethical issues. The program focuses on full-stack development, Cloud Computing, and Security.
- Goals of the BSCSE Program:
  - Prepare students for entry to mid-level employment opportunities.
  - Develop strong oral and written communication skills.
  - Provide a clear understanding of ethical issues related to the computing profession.
  - Prepare students for the upcoming AI technical revolution.
- Student Learning Outcomes of the BSCSE Program
  - Graduates of the program will:
    - Apply knowledge of computing and mathematics appropriate to computer science.
    - Recognize the ethical, legal, security, and social implications of computing.
    - Demonstrate communication skills to convey technical information accurately and effectively.
    - Recognize the need for continuous professional and educational development.
    - Develop and design software solutions using design methodologies, data structures, and programming languages.
    - Acquire current skills in computer networks.
    - Knowledge of designing a website.
    - Understand the technical trend in Artificial Intelligence and Machine Learning.
- Degree Requirements of the BSCSE Program
  - For a Bachelor of Science degree in Computer Systems and Engineering, students must complete 120 semester credit hours: 36 semester credit hours in general education courses, 60 semester credit hours in computer systems and engineering core courses, and 24 semester credits in elective courses.
- General Education (choose 36 units)
  - GE 100 American Literature
  - GE 110 U.S. History
  - GE 130 U.S. Government
  - GE 140 College Algebra
  - GE 150 Calculus
  - GE 160 Composition and Rhetoric
  - GE 200 Principles of Macroeconomics
  - GE 210 General Psychology (3 credits)
  - GE 220 General Sociology (3 credits)
  - GE 230 General Philosophy (3 credits)
  - GE 300 Professional Communication (3 credits)
  - GE 310 Statistics and Applications (3 credits)
  - GE 320 Logic and critical thinking (3 credits)
- Core Courses (60 units)

- - BSCSE 200 Introduction to Computer Science (3 credits)
  - BSCSE 210 Software Engineering (3 credits)
  - BSCSE 300 Computer Organization (3 credits)
  - BSCSE 302 Discrete Mathematics (3 credits)
  - BSCSE 304 Programming Languages (3 credits)
  - BSCSE 310 Algorithms and Data Structures (3 credits)
  - BSCSE 312 Computer Networks (3 credits)
  - BSCSE 314 Software Analysis and Test (3 credits)
  - BSCSE 400 Database Systems
  - BSCSE 402 Operating Systems
  - BSCSE 404 Web Application Development
  - BSCSE 408 Mobile app development
  - BSCSE 420 Network Security
  - BSCSE 422 Cloud Computing
  - BSCSE 426 DevOps
  - BSCSE 428 Artificial Intelligence and Applications
  - BSCSE 430 Machine Learning
  - BSCSE 432 Deep Learning
  - BSCSE 434 Natural Language Processing
  - BSCSE 438 Human Computer Interaction
- Elective Courses (choose 24 units from below or any other courses offered in CSTU except GE courses)
  - BSCSE 440 Digital integrated circuit design
  - BSCSE 450 Computer Graphics (3 credits)
  - BSCSE 470 AI with GPT (3 credits)
  - BSCSE 480 AI with reinforcement learning (3 credits)
  - BACSE 490 Special Topics
  - BSCSE 491 Seminars
  - BSCSE 499 Internship
- Minor in Computer Systems and Engineering Requirements
  - A Minor in Computer Systems and Engineering can be earned in conjunction with any major at CSTU. Students should complete 6 core BSCSE courses with a GPA 2.0 and above to earn a minor in Computer Systems and Engineering.
  - To graduate from the Bachelor of Science in Business Administration program or the Bachelor of Science in Computer Systems and Engineering, students must complete a minimum total of 120 credit hours with the following requirements:
  - Complete the required coursework in the following categories:
    - GE Course Requirements
    - Core Course Requirements
    - Elective Course Requirements
  - And fulfill the following requirements:
    - Maintain a grade of C- or better for all courses taken to clear deficiencies or towards the degree requirements,
    - Maintain an overall GPA of 2.5 or better,

- ■ Maintain good standing with the University – with clear financial, library, and other school records,
- ■ File a petition for graduation.
  - ○ The Credential to be Awarded
  - ○ Upon completion of the Bachelor of Science in Business Administration program, graduates will receive a Bachelor of Science in Business Administration degree. BSBA graduates will be prepared to pursue careers in marketing, data analysis, technical management, product management, and other areas of business administration, or to continue their education in graduate programs in business or related fields.
  - ○ Upon completion of the Bachelor of Science in Computer Systems Engineering program, graduates will receive a Bachelor of Science in Computer Science degree. BSCSE graduates will be prepared to pursue careers in software development, data analysis, system administration, and other areas of computer science, or to continue their education in graduate programs in computer science or related fields.

BSA (Academic>Program Descriptions>Bachelor of Science in Business Administration (BSBA))

- ● The Bachelor of Science in Business Administration program provides training that inspires students to be well-prepared for a changing business environment by building a solid foundation and understanding of business practices with global and ethical perspectives.
- ● Goals of the BSBA Program
  - ○ Gain business knowledge and problem-solving skills.
  - ○ Enhance collaboration skills and business communication skills.
  - ○ Explore global, ethical, and business information systems topics.
  - ○ Be able to conduct a quantitative and qualitative analysis of the business data and make a good decision with the business decision model.
- ● Student Learning Outcomes of the BSBA Program
  - ○ Graduates of the program will
  - ○ Acquire knowledge about and understanding of fundamental theories in business.
  - ○ Analyze business problems, formulate relevant solutions, and assess possible outcomes.
  - ○ Demonstrate efficient oral and written business communication skills.
  - ○ Demonstrate ability to make reasoned ethical and legal judgments related to the business profession.
  - ○ Develop effective team-working skills.
  - ○ Demonstrate knowledge of business information systems and integrate it into business problem-solving.
  - ○ Acquire knowledge about and understanding of fundamental theories in the concentration area and apply them to contemporary business environments.
- ● Degree Requirements for Bachelor of Science in Business Administration Program
  - ○ For a Bachelor of Science degree in Business Administration, students must complete 120 semester credit hours: 36 credits of general education courses, 60 credits of core courses, and 24 credits of elective courses.
- ● General Education (choose 36 units 3 credits per course)

- - GE 100 American Literature
  - GE 110 U.S. History
  - GE 130 U.S. Government
  - GE 140 College Algebra
  - GE 150 Calculus
  - GE 160 Composition and Rhetoric
  - GE 200 Principles of Macroeconomics
  - GE 210 General Psychology
  - GE 220 General Sociology
  - GE 230 General Philosophy
  - GE 300 Professional Communication
  - GE 310 Statistics and Applications
  - GE 320 Logic and critical thinking
- Core Courses for Financial and Management (60 units, 3 credits per course)
  - BA 300 Management Information Systems
  - BA 302 Business Ethics
  - BA 304 Business Law
  - BA 306 Business Finance
  - BA 308 Management and Organizational Behavior
  - BA 310 Principles of Marketing
  - BA 320 Product Design
  - BA 330 Principles of Microeconomics
  - BA 400 Financial Accounting
  - BA 401 Managerial Accounting
  - BA 402 Financial Markets and Institutions
  - BA 404 Investments
  - BA 406 Financial Analysis and Valuation
  - BA 408 International Finance
  - BA 410 Financial Management
  - BA 420 Small Business Management
  - BA 422 Leadership in Organizations
  - BA 424 Human Resource Management
  - BA 426 Project Management
  - BA 428 Global Supply Chain Management
- Elective Courses (choose 24 units from below or any other courses offered in CSTU except GE courses
  - BA 430 AI for business
  - BA 442 Business Analytics
  - BA 444 Business Intelligence
  - BA 446 Digital Marketing
  - BA 490 Special topics (3 credits)
  - BA 491 Seminars
  - BA 499 Internship
- Minor in Business Administration Requirements

- - A Minor in Business Administration can be earned in conjunction with any major at CSTU. To earn a Minor in Business Administration, students must complete 6 BSCSE core courses with a GPA of 2.0 and above.

- Please refer to the section for the most up to date information on the courses provided