Westcliff University EC Portal Guide

How to submit an application:

1. Refer to the welcome email to find your unique access link and temporary pin. You will also find a unique link to your application page to where you can submit applications without needing to login. The link should start with "https://connect.westcliff.edu/register/ec" and end with your branch ID
2. Select the "Access Link" by clicking on it. You are able to view your students' applications through the portal page at any time.
3. Enter your temporary pin.
4. You will be directed to set up a new password.
5. You will be taken to the EC Portal homepage. Initiate the process by clicking on "Start New Application" at the top right corner of the page.
6. After Application Submission, you and the student will receive a confirmation email.

WESTCLIFF UNIVERSITY
Educate. Inspire. Empower.

International Partner Application

Thank you for your application submission.

Please remember to submit a new application for each applicant.

Click Here to return to the applicant portal.

WESTCLIFF UNIVERSITY

Westcliff University
17877 Von Karman Ave, 4th Floor
Irvine, CA 92614
(949) 825-5999

How to update an applicant record:

Students will be able to create their account and log in to their portal to upload missing documents.

1. Navigate to the portal's homepage.
2. Locate and select your student application. Note, you can sort columns by clicking on the top header row.

3. Click the button "Update Student Info/Upload Materials" inside the Student Record Window. It will open a new tab in your browser called "Student Information and Materials".
4. On this new page, you are able to change the basic information of the applicant like name, email and birthdate. You will also use this page to note the appointment date of the applicant's visa interview and update the visa status to "approved" or "refused" based on the outcome of the interview.
5. Use the "Application Materials Upload" section to attach any missing documents to the applicant's record.

Student Record Window:

Adf A | Slate ID: 327016358   Prev Next ✕

Personal Details

Email: mail@mail.com
Citizenship: Uganda
Citizenship Status: Foreign National
Visa Type Detail:
Prospect Visa:
App Visa: F-1

Application Details

App ID: 73228aab-45ae-44b0-90a6-7f6191e050a3
App Created: 2023-11-08
App Submitted: 2023-11-08
App Program: Undergraduate Communications (Pathway)
App Session: 2024 Fall 1 (September 3, 2024)
App Status: Awaiting Payment

Application Checklist

Pay Application Fee - Waived
Upload Foreign Transcript Evaluation (if applicable) (Optional) - Missing
Upload Passport Photocopy - Received
Upload Proof of Graduation (Unoffical Transcript) - Received
Upload Translation for Unofficial Transcript (if Applicable) (Optional) - Missing

View the status of each pending Checklist Item

Update Student Info/Upload Materials

[Close]

Update Visa Status and Appointment Date

March ▾   3 ▾   1993 ▾

VISA Information

Approved
Exempt
Pending
Refused

VISA Status
▾

VISA Appointment Date
▾   ▾   ▾

Application Materials Upload

Upload Unofficial Transcript (Qualifying Degree)

Student Information and Materials

Your responses have been submitted.

FAQ

What if I don't receive my welcome email?

Our team will be happy to assist with updating the email address and resetting your password. Please contact International Outreach at international@westcliff.edu or Whatsapp us: +1 (949) 826-6414.

Who can I contact for questions or concerns on my applications?

You will still be able to communicate directly with you assigned Admissions contact. If you do not know your Admissions contact, please contact International Outreach at international@westcliff.edu or Whatsapp: +1(949) 826-6414

How can I set up training for my team?

While we will continue to update our documentation and provide more instructional emails in the coming weeks, the IO team is happy to provide live EC Portal Training for your team. Please schedule an EC Portal Training on our calendar at your convenience.

I have suggestions for improvement! Where can I provide this feedback?

Please feel free to utilize our Westcliff Partner Feedback Form. Otherwise, please contact International Outreach via email or Whatsapp.