



Loganville Christian Academy

## **International Student Admissions Guidelines and Process**

Please complete all application forms for each student and type or print clearly in English. A non-refundable application fee of **\$100** for international students must be attached to each application. Loganville Christian Academy accepts a very limited number of international applicants each year in grade 6-11, and we do not accept I-20 students in grades PreK-5<sup>th</sup> or 12<sup>th</sup> grade. Students must have the ability to speak, read, write, and comprehend English.

### **Tuition and Fees**

Registration Fee	\$300	Tuition for 6– 8 <sup>th</sup> grades	\$8,500
Sustaining Fee	\$250	Tuition for 9-12 <sup>th</sup> grades	\$9,000
Technology Fee	<u>\$ 50</u>		
<b>Total Fees</b>	<b>\$600</b>		

### **Host Family Information**

- LCA does not set up or supervise host family arrangements. These are entirely the responsibility of the home family and/or the sponsoring agency. If the home family or the sponsoring agency requests, LCA will distribute information about international students who need host families, but all further contacts or arrangements (including monthly stipends) will be solely between the home family and/or agency and the host families.
- International students must have confirmed host family arrangements before arriving in the US.
- International students are not allowed to live by themselves or with other international students.
- International students must immediately inform the school of any change in host family arrangements, address changes, etc. Students who fail to do so will be subject to having their I-20 revoked, resulting in their immediate return to the home country.

### **International Student Application check list**

Application Documents (**All documents must be translated into English.**)

- Non-refundable Application Fee of **\$100** U.S. dollars
- Regular application forms
  - application for admissions including an attached paragraph written in the student's own handwriting of why they want to attend LCA
  - pastor questionnaire completed for host/guardian family
  - teacher recommendations
- Completed International Student Application (supplemental form).
- Current Photo
- Cover letter outlining purpose of education at LCA and dates expected to be in the U.S. attending LCA. This letter must be written in English

- All previous school records including report cards, transcripts and results from any standardized test taken in the past 3 years and a list of all current school year classes and any interim grades
- Immunization records - these forms must be translated on the GA Dept. of Health form #3231 before a student can begin school.
- Copy of birth certificate
- Copy of passport (if any)
- Copy of current VISA (if any)
- Copy of current I-94 (if any)
- Copy of current stamped I-20 (if any)

### **English Proficiency Test (TOEFL or SLEP)**

The TOEFL is a requirement for all International students applying for grades 9 – 11. To find if there is a test site near you and when this test could be administered, please refer to the following options: Web-site: [www.ets.org/toefl](http://www.ets.org/toefl) ; Phone number: 1-877-863-3546

The SLEP is a requirement for all International students applying for grades 6 – 8. It needs to be purchased by a school/organization/company that is accredited and who can administer the test. There could be such a school/organization/company already established in most countries who can administer it for you. SLEP can be contacted by the following options:

SLEP web-site: [www.ets.org/slep](http://www.ets.org/slep)

In Korea: Phone number: 82 25 76 3412

Fax number: 82 25 77 3419; E-mail address: [KoreaHarcourt@yahoo.com](mailto:KoreaHarcourt@yahoo.com)

In Mexico: Phone number: 525 55 524 1062

Fax number: 525 55 524 9348; E-mail address: [Hbmexico@Prodigy.net.mx](mailto:Hbmexico@Prodigy.net.mx)

### **Testing/Interview**

#### **Testing:**

All international students must be tested prior to acceptance. If the applicant is or will be in the metro-Atlanta area, please let the admissions office know the dates they will be in the country so that we can arrange testing.

#### **Interview:**

##### Student Interview

If your child is not able to be in the metro-Atlanta area prior to arrival in the US, a student phone interview will be required as part of the admissions process. Please work with the Admissions Office to schedule the student phone interview after all documents outlined above have been received.

##### Parent/Guardian/Host Family Interview

A Parent interview will be required for all international students. If you are not able to be in the metro-Atlanta area prior to arrival in the US, a parent phone interview can be arranged. Please work with the Admissions Office to schedule the parent phone interview after all the documents outlined above have been received.

A Guardian/Host Family interview will be required for all international students. This will be scheduled after all documents outlined above have been received.

## **Acceptance and Tuition Payment**

The admissions review committee will make a decision after the interview. If accepted, you will be asked to pay the non-refundable international student fee of **\$300** along with the signed enrollment contract and **full tuition payment**. International students must pay in full prior to enrollment and before an I-20 can be issued. Please note that there is no tuition discount for international students.

## **I-20 Issuance**

Please note, an I-20 will not be issued until we receive your child's dated/signed enrollment contract and non-refundable full-tuition payment, along with the following documentation:

### **Verification in writing of:**

- Notarized letter from student's parents designating person(s) that the student will reside with while in the US (guardianship letter), including the residence of application during academic year, as of the date of enrollment, dates of guardianship is transferred for, responsibilities of guardian, etc.
  
- Completed and signed Custodianship Declaration of Custodian form from the guardian where the child will be residing while in the US and their accepting the responsibility of being guardian for the student as outlined in the guardianship document.

Upon receipt of the above outlined documents and acceptance for admission to LCA, the I-20 will be submitted for "initial" approval to SEVIS by LCA. Once we have completed the I-20 initial application, a SEVIS number will be generated and sent to you. Payment for the I-20 is made through [www.fmjfee.com](http://www.fmjfee.com) by credit card payment for an I-901 to be issued. The SEVIS number, the receipt and receipt number for the I-901 will need to be brought to the Embassy for the I-20 to be approved and issued.