



## **International Student Program**

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## **UFCA International Student Program or “Missions in Reverse”**

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United Faith Christian Academy is a designated I-20, F-1 granting organization, approved by the Student Exchange and Visitor Information Service (SEVIS) of The Immigration Dept. of the United States.

### **Purpose of the Program**

The purpose of the International Student program at United Faith is threefold:

1. To honor God by fulfilling our mission to “impact the world through the teaching of a Christ-centered curriculum in a Christ-centered environment.”
2. To encourage our academic program by bringing international, cultural perspectives into our classrooms/campus.
3. To give opportunity for international students to have a cross cultural experience and prepare for an American college experience.

### **Student Qualifications and Responsibilities (an International Student must):**

1. Be proficient in the English language to the degree of being able to function in the classroom without translation or continuous assistance (English proficiency tests and/or phone interview will be conducted).
2. Have no major discipline record from the previous academic year as attested to by the parents/guardian.

3. Have complete and academically relevant transcripts, translated into English and converted to a 4.0 U.S. grading scale, verifying prior academic history/achievement.
4. Complete the student enrollment application, provide educational transcripts (both current at the time of application) and provide final/complete transcript (in English using 4.0 scale) and all requested documentation for enrollment before a student I-20 form is issued.
5. The International Student must speak directly to a designated school official (i.e., Director of Admissions, Headmaster) to indicate English proficiency and desire to attend United Faith and 9-12 grade applicants are required to take English proficiency testing, the TOEFL.
6. Commit to supply:
  - a. airfare for trip(s) to and from final destinations and all connections to and from the Academy and Host home;
  - b. sufficient funds to supply clothing, food (other than in the home), school supplies, personal supplies;
  - c. health insurance
  - d. all other necessary living items while attending United Faith.
7. Understand that any major disciplinary action against the student taken by the Academy or host family may result in the student being removed from the program and sent back home to country of citizenship (at International Student/Family expense) and suffer revocation of the Academy-granted I-20 status.
8. Be a Christian or have one parent/guardian who is a Christian.

**Admissions Process and Timeline:**

1. Admissions Steps:

International Students:

- a. Inquiry to the Admissions Office.
- b. Submission of student enrollment application form (forms available on website).
- c. Submission of Admissions fees (completion of International Financial Needs Assessment Form if requesting tuition assistance).
- d. Submission of documentation stating the ability to meet all expenses for the entire year of school.
- e. Submission of completed and transcribed into English (final) transcripts from previous schools, converted to a 4.0 U.S. Grading Scale.
- f. Direct phone interview with the Director of Admissions or an Admissions representative, to determine the level of English proficiency (may include English proficiency testing).

- g. Submission of the following forms/documents (translated into English):
  - i. Teacher Recommendation forms.
  - ii. Up-to-date Immunization forms.
  - iii. Written testimony of the student's relationship with God.
  - iv. Copy of Certified Birth Certificate or valid Passport.
  - v. I-20 may be issued at this point (I-20 issuance is an acceptance to UFCA, but all students are accepted on a probationary period of the first 4-6 weeks).

Upon Arrival in the United States

- i. Student reports to UFCA and presents papers (I-94) to PDSO.
  - ii. The administration of entrance exams.
  - iii. Decision of UFCA Admissions Team
  - iv. Written testimony of the student's relationship with God and interview of prospective student and parent(s).
  - v. Notification to parents/host family by UFCA.
2. The International Student Program Coordinator (ISPC) will work with the student to provide such housing if the student is accepted into the program, if requested. Housing is not guaranteed.
  3. Once the student F-1 Visa is secured, the student/family notifies the Admissions office of visa grant and dates of arrival at the Academy.
  4. Must have financial arrangements finalized before beginning classes.

**International Student Support Fee:**

The ISSF is intended to cover some of the increased expenses associated with the acceptance of international students into our student body. Those expenses include (but are not limited to):

1. Maintenance of PDSO officer to ensure compliance with Homeland Security and other regulatory agencies.
2. The administrative costs and increased communication required for the issuance of I-20 visas.
3. Costs associated with international postage and communications.
4. Costs associated with translation/interpretation of international transcripts.
5. Costs associated with maintenance/tracking of visa status when students return to country of origin or travel internationally for vacations and school breaks.
6. Communication with host families, guardians, and parents.

7. Increased faculty support for students whose primary language is not English.
8. Other costs incurred in the process of administering, communicating, and supporting students who are far from home and usually without their primary family to support them.

International Students are defined as any student who is not a citizen of the United States regardless of English proficiency.

International Student Support Fee:

\$1000 / Student has been enrolled at UFCA pre-2011.

\$2000 / student has been enrolled at UFCA post-2010.

\$500 / Student Support Fee if Administration exempts international student from English Support.

This fee is in addition to tuition. This fee may be reduced or waived based on the same criteria applied when qualifying for need based financial assistance. Tuition Assistance International Students/Families indicating a need for financial assistance will discuss that with the Admissions Director at the time of inquiry for admission. The International Student/Family will complete the International Student Financial Needs Assessment Form (available on the website), complete the form and send it to the Director of Operations/Assistant Headmaster for review. The Finance Committee will meet to determine if assistance will be granted and will then notify the student/family.

#### **International Student/Family Responsibilities**

1. Family commits to tuition arrangements and begins payment via draft or payment in full.
2. If Tuition Assistance is granted - families must commit to pay the agreed upon tuition amount, designated travel and basic living expenses of the student as defined above. Tuition assistance does not include fees.
3. International Student/Family pays for all medical needs (including over-the-counter purchases). The International Student/Family must purchase health insurance (information on options available from the Admissions Office). Emergency related costs, doctor visits and prescription costs are the responsibility of the student and natural family.
4. Student is required to attend the host family's church (or may attend elsewhere if mutually agreed upon and transportation is provided).

5. International Students will adhere to all house rules of the host family.

#### **Host Family Expectations:**

1. Commits to a one-year hosting of international student.
2. Contacts student and family of student once assigned.
3. Provides a family living experience - consisting of normal family life provisions.
  - a. Food, shelter (room with ample living space and closet storage) and a loving environment
  - b. Transportation to and from school
  - c. If the International Student is involved in extracurricular activities, it is the host family's responsibility to provide or arrange transportation for same.
4. Provides direction/guidance to International Student in regard to the following:
  - a. Behavior – in keeping with the school's Code of Conduct.
  - b. Appearance – responsible for ensuring that the International student knows and adheres to the school's guidelines with regard to dress.
  - c. Academic – assists the International Student with issues regarding his/her academic career – works with the Director of Academics and faculty to ensure the needs of the student are met.
5. Host families will NOT be expected to pay for things such as; clothes, school supplies personal supplies, electronics, food (other than meals at home), plane tickets, or travel costs (including school functions).

#### **Junior and Senior Trip Guidelines**

1. Class Trips are the sole responsibility of the International Student/Family. The Host Family does not pay for or contribute to such trips.
2. Junior Class Trip  
The purpose of the Junior trip is to establish the leadership and spiritual tone for the rising senior class. The class is expected to participate in fund-raising opportunities which may be presented through the school; however, the cost of the trip is the responsibility of the student. Students receiving Tuition Assistance must pay at least as much in tuition as the cost of the trip.
3. Senior Class Trip  
The purpose of the Senior trip is to celebrate God's provision for a Christ-centered education, friends who will last a lifetime, and to have one last bonding experience with classmates and faculty. In order to participate, tuition obligations must be current. Students receiving Tuition Assistance must pay at least as much in tuition as the cost of the trip.