



## STEPS TO REGISTRATION– International Students

### Step 1.

The following documents must be completed and submitted to the Temple Christian School Administration office to be considered for the school's entrance exam:

- New Student Online Application form-TCS will consider 12<sup>th</sup> grade students on a case by case basis
- Immunization records-with complete dates and validated with doctor's signature or clinic stamp
- Passport-copy
- Guarantee of funds letter-from your financial institution and Documentation of Living Expenses Paid.
- Current Photo of Student
- TAPPS Application packet for Extra Curricular Activities(9<sup>th</sup>-12<sup>th</sup> grade students only)-see Forms
- Report (Grade) Cards-prior year and current year(all students), a complete transcript of credits (9<sup>th</sup>-12<sup>th</sup> grade students only)
- Teacher/Administrator Recommendation forms–6<sup>th</sup>-12<sup>th</sup> grade students from their current homeroom teacher-This form is in the new student application login
- Pastoral Student Recommendation letter (6<sup>th</sup>-12<sup>th</sup> secondary students only)
- TOEFL or other acceptable English proficiency test
- Secondary Questionnaire (6<sup>th</sup>-12<sup>th</sup> grade students only)-PDF at the bottom of the page
- Guardian/Host Family Information Form for International Students
- Program Rules and Conditions of Enrollment for International Students
- Host Parent Questionnaire [questionnaire to be completed by host parent(s) if student is not living with parents.]
- Student Information Form for SEVIS Form I-20
- General Power of Attorney / Letter of Guardianship (see disclaimer on form)
- Transfer Clearance Form (complete and give to current school ONLY if student is already attending school in U.S.)

### Step 2.

Enrollment will be considered after all forms and requested documents have been presented for review and a student/parent interview has been completed. A Skype interview will be scheduled with the applicant/parents and the school Principal. When the review processes, and Skype interview, are complete, you will be notified to confirm or deny continuance of the

registration process. If the student is accepted, at this point we will issue the I20 form and set a date for the entrance exam.

### Step 3.

Before arrival of your student at TCS, your Online Enrollment forms must be completed; non-refundable registration fee and other required fees (listed on the Financial Information page) are due. Students are not considered enrolled until the online enrollment forms are submitted and application fee, registration fee, tuition, and all applicable fees are paid.