



Willamette Christian School

P.O. Box 22108 ☞ Eugene, OR 97402 ☞ 541-686-8655
wcsoffice@willamettechristian.com
www.willamettechristianschool.com

New Student Enrollment Checklist International Students

For international students there are several items that must be completed before being fully accepted into the school program. The application deadline is August 15 for the academic year beginning in September of the same year.

Below is a checklist of materials we will need before you are accepted and registered at Willamette Christian School:

1. Completed International Student Application (*one per student*).
2. Name of home country and home address.
3. Host family address and phone number.
4. Completed Student Health Form (*one per student*).
5. Completed Annual Parent Commitment.
6. Completed Behavioral Commitment Form.
7. Completed Student Questionnaire (in English).
8. Current School Reference Form (in English).
9. Copy of current school's transcript (in English).
10. Copy of student's birth certificate.
11. Copy of student's passport.
12. Copy of visa.
13. Proof of financial support in U.S. dollars (usually a bank statement from parents, guardian and/or host family).
14. Immunization Record (in English).
15. Completed Tuition Contract.
16. Application Fee (*non-refundable*).
17. Registration Fee.
18. Curriculum Fee.

Willamette Christian School does not provide assistance in locating a host family nor does the school provide dormitories for students. All paperwork and fees shall be submitted to the school office.

Enrollment is not complete, nor is the student's class place secured, until the completion of all forms and all applicable fees have been paid.

If you have questions or for further information, please call or email:
Jodi Dressler, Admissions Coordinator



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Application for Admission – International Students

Student Information

_____				<input type="checkbox"/> Male <input type="checkbox"/> Female
Student Name	Middle Name	Last Name	Preferred Name	
Student's Home Address _____				

City	State	Zip	Country	

Phone	Student Email	Fax	ATTACH PHOTO HERE	

Date of Birth (month/day/year)		Place of Birth		

Citizenship		Religious Affiliation		

Application is for the 20____ to 20____ school year for grade _____.

What is the student's first language? _____ Does the student speak English? Yes No

I authorize my student's name, address & phone number to be listed in the student directory: Yes No

Students may be filmed, videotaped, or photographed by a WCS employee or contract service professional. Your admission to WCS serves as permission for use of your student's image by WCS and its constituents.

With this application I am enclosing the nonrefundable application fee, the curriculum fee and the registration fee. I have read the Willamette Christian School International Student Admissions Policy and agree to abide by the directives contained in it. I understand that enrollment is not guaranteed and that I am subject to the normal admissions policies. I understand that once my student has secured a travel visa, the registration fee is non-refundable. I also understand that once an I-20 certificate has been issued and the travel visa is secured the enrollment process is complete and that the tuition fee is due in full within 10 business days or by August 15th, whichever comes first. I agree to be legally bound by the financial policies of the school. Should my account be turned over for collection I agree to pay, in addition to my account balance, all attorney fees, court costs, collection agency fees, commissions and charges in the amount up to 50% of the account balance.

Parent/guardian signature _____ Date _____

Parent/guardian signature _____ Date _____



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Parent Information about Father

Parent Full Name (Mr., Mrs., Mr., Dr., Prof., etc)

Home Address

City State Zip Country

Home Phone Parent Email

Occupation and Title Business/Firm

Business Address

City State Zip Country

Business Phone Fax

Parent Information about Mother

Parent Full Name (Mr., Mrs., Mr., Dr., Prof., etc)

Home Address

City State Zip Country

Home Phone Parent Email

Occupation and Title Business/Firm

Business Address

City State Zip Country

Business Phone Fax



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Student Academic History

Please list the last school your student has attended: *(name)* _____

Mailing address

Phone number

FAX number

Is your student able to read and write in English? Yes No

Is your student able to speak clearly in English? Yes No

Is your student able to understand when English words are spoken? Yes No

Has your student had any academic challenges in school? If so, briefly explain. If applicable, include any information about having to repeat any grades or academic probation.

Has your child had any disciplinary difficulty in school? Yes No If so, briefly explain.

Has the student ever been suspended or expelled from school? Yes No If so, briefly explain. _____

Emergency Information

In the event of an emergency or if you student needs to be picked up from school, Willamette Christian School will contact one of the following people based on the order in which they are listed.

<u>Name</u>	<u>Relationship</u>	<u>Home Phone No.</u>	<u>Work Phone No.</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

People authorized only to pick up children (in addition to those listed above):

<u>Name</u>	<u>Relationship</u>	<u>Home Phone No.</u>	<u>Work Phone No.</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____



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Please attach copies of the following documents:

- Passport
- Visa (If currently studying in the U.S.)
- I-20 (If currently on F1 Visa)
- Transcript Equivalency Form (PDF document to be downloaded from website)
- SLEP or TOEFL test score
- Oregon Immunization Record completed (PDF document to be downloaded from website)
- TB certificate— if applicable (in English)
- Proof of financial support (bank statement translated into English and dollars)
- Three teacher recommendations (PDF document to be downloaded from website)

Non-Discriminatory Policy:

Willamette Christian School admits students of applicable age, regardless of sex, race, color, or national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students of the school. We welcome students of all races and nationalities who willfully submit to the Statement of Faith.



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Parent Questionnaire

International Students

Name of Applicant

What do you see as the applicant's strengths and weaknesses? _____

Why would you like to send your child to Willamette Christian School? _____

What are the applicant's interests and aspirations? _____

Is there anything else you would like us to know about the applicant? _____



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Has the applicant ever traveled to another country? Yes No

If yes, please list the countries the applicant has visited. _____

Has the applicant ever lived away from home? Yes No

Where? _____ How long? _____

Which of the following travel documents does the applicant already have (check all that apply)?

United States Passport Resident Card (Green Card) I-20

United States Visa, what type of Visa? (J-1, F-1, etc) _____

Other _____ Expiration Date _____

How did you hear about Willamette Christian School? _____

Is the applicant applying to other schools in the United States? Yes No

If yes, please list the other schools.

Was this questionnaire completed by the parents of the applicant or by a translator?

Parent Translator

Parent's Signature Date

Translator's Signature Date



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Student Questionnaire

International Students

Name of Applicant

Please answer the following questions in paragraph form and in your own handwriting. You may use additional paper if needed.

Do you want to attend Willamette Christian School? _____

What do you see as your strengths and weaknesses? _____

What else would you like us to know about you? _____

What sports and activities would you like to be involved in and why? _____

Applicant's Signature

Date



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Local Information

Host Father

First Contact

Second Contact

Last Name

First Name

Home Address

City

State

Zip

Home Phone

Cell Phone

Work Phone

Employer

Occupation and Title

Email address

Host Mother

First Contact

Second Contact

Last Name

First Name

Home Address

City

State

Zip

Home Phone

Cell Phone

Work Phone

Employer

Occupation and Title

Email address



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Student Questionnaire for Middle School Students

To be personally filled out by the student.

Full Name _____ Nick Name _____

Cell Phone Number _____ Age _____ Date of Birth _____

1. Are you a Christian? _____ If so, when and how did you become a Christian? _____

2. Where do you attend church? _____

3. Do you have definite plans for your future career? If so, what are they? _____

4. Have you had difficulty with students or teachers in a previous school? _____ If so, please explain: _____

5. What do you think about drugs and their use? _____

6. Do you play a musical instrument? _____ If so, which? _____

7. Are you interested in playing on an athletic team? _____ If so, which? _____

8. Have you won any special prizes or awards in school? _____ If so, what? _____

9. Is it your personal desire to attend Willamette Christian School? _____

If yes, please explain why: _____

10. If you are accepted as a student at Willamette Christian School, do you promise to abide by the rules of the school, and to use your influence to protect the good name of the school, its buildings and property? Yes No

11. Please write a brief statement as to what you believe concerning the Bible and what it means to be a Christian, a follower of Jesus Christ: _____



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School Reference Form, Grades 1 through 5

TO THE PARENT OR LEGAL GUARDIAN: Please complete the release of information authorization portion only. Then submit this form to your student's current teacher, principal, or counselor to complete and return by mail.

I hereby waive access to this form and I understand it shall remain confidential: Yes No

Signature of Parent or Legal Guardian

Date

RELEASE OF INFORMATION AUTHORIZATION:

I, the parent/guardian, authorize you to release information requested by Willamette Christian School regarding:

Student's Name _____ Birthdate _____ Grade _____

Signature: Parent/Legal Guardian _____ Phone _____ Date _____

TO THE SCHOOL THE STUDENT IS PRESENTLY ATTENDING: The above student is applying to Willamette Christian School. We would appreciate the following information on the prospective student. Information given will be treated in a confidential manner. Please mail or fax to the address at your earliest convenience. Thank You!

Admissions / Willamette Christian School

PO Box 22108
Eugene OR 97402
Fax # (541) 686-8747

TO BE COMPLETED BY A TEACHER, PRINCIPAL, OR COUNSELOR:

Name of School _____ Number of years in your school _____

School Address: _____

Attendance (circle one): Good Average Poor Please Comment, if poor _____

Achievement test data (most recent) Name of test: _____

Grade level equivalent in: _____ Reading _____ Language _____ Math _____

Percentile in: _____ Reading _____ Language _____ Math _____

Has this student ever received special services? (Circle one) Yes No

If so, briefly explain _____

Work habits _____ Social adjustment _____

Has the student ever been suspended or expelled from school? (Circle one) Yes No

If so, briefly explain _____

Has the student had any disciplinary difficulty in school? (Circle one) Yes No

If so, briefly explain _____

Form completed by: (printed name) _____ (signature) _____

Title _____ Phone number with extension _____



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School Reference Form, Grades 6 through 8

TO THE PARENT OR LEGAL GUARDIAN: Please complete the release of information authorization portion only. Then submit this form to your student's current teacher, principal, or counselor to complete and return by mail.

I hereby waive access to this form and I understand it shall remain confidential: Yes No

Signature of Parent or Legal Guardian

Date

RELEASE OF INFORMATION AUTHORIZATION:

I, the parent/guardian, authorize you to release information requested by Willamette Christian School regarding:

Student's Name _____ Birthdate _____ Grade _____

Signature: Parent/Legal Guardian _____ Phone _____ Date _____

TO THE SCHOOL THE STUDENT IS PRESENTLY ATTENDING: The above student is applying to Willamette Christian School. We would appreciate the following information on the prospective student. Information given will be treated in a confidential manner. Please mail or fax to the address at your earliest convenience. Thank You!

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TO BE COMPLETED BY A TEACHER, PRINCIPAL, OR COUNSELOR:

Name of School _____ Number of years in your school _____

School Address: _____

Attendance (circle one): Good Average Poor Please Comment, if poor _____

Achievement test data (most recent) Name of test: _____

Grade level equivalent in: _____ Reading _____ Language _____ Math _____

Percentile in: _____ Reading _____ Language _____ Math _____

Has this student ever received special services? (Circle one) Yes No

If so, briefly explain _____

Work habits _____ Social adjustment _____

Any type of special study made _____ Remedial work given _____

Discipline Summary: Total detentions _____ Number of Academic _____ Number of Behavioral _____

Total in-school suspensions for current year _____ Total out-of-school suspensions in current school year _____

Reasons for suspensions and/or expulsions: _____

Form completed by: (printed name) _____ (signature) _____

Title _____ Phone number with extension _____



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International Students Tuition Contract for grades Kindergarten through 8

Required Fees

- ◆ Application fee – non refundable \$350.00
- ◆ Registration fee – non refundable after the I-20 has been issued \$500.00
- ◆ Curriculum fee – 6th through 8th grades \$150.00

Annual Tuition: Kindergarten - 5th Grade \$8,600.00
 6th - 8th Grade \$9,250.00

Payments: Tuition is due in full by July 31st prior to the September academic year.

Enrollment: Student Name _____ Grade _____ Annual Tuition _____

Parent/Guardian Pledge

I promise to encourage obedience to the rules and policies of the school and to foster an attitude of respect for the Christian culture and life which are maintained at Willamette Christian School. I pledge to support the school administration and teaching staff in decisions made in the education of my student. I promise to promote a positive view regarding the school program to all I converse with and to address the appropriate school personnel with any concerns I may have throughout the school year.

I have carefully read the rules for enrollment and do agree to comply with all terms and regulations expressed in the Willamette Christian School Parent/Student Handbook and to be bound by the school to pay all tuition and fees required in accordance with the financial policy of the school for International Students. I understand that once the enrollment forms and fees have been submitted, a written notice is required 30 days in advance of intention to withdraw a child from school.

I understand my responsibilities and the rules and regulations set by the Student and Exchange Visitor Program (SEVP) and will comply with all stated guidelines.

I affirm that I have the financial resources to enroll my child in this school program for the entire school year. I understand it is my responsibility to secure and pay for appropriate housing for my child and to provide for food and other needs my child will have while in the United States attending school. Should the school contact me to inform me of a need my child has, I pledge to take care of the situation within three to five days.

Note: Both parents/guardians must sign this agreement if both are listed as "financially responsible" on the registration form.

 Parent/Guardian Signature (required)

 Date (required)

 Parent/Guardian Signature (required)

 Date (required)

Willamette Christian School admits students of applicable age, regardless of sex, race, color, or national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students of the school. We welcome students of all races and nationalities who willfully submit to the Statement of Faith.

For Office Use Only:	
Total annual tuition:	\$ _____
Fees paid	Yes No curr. <input type="checkbox"/> credit <input type="checkbox"/> cashiers <input type="checkbox"/> amount _____ date _____
I-20 Issued	Yes No
Tuition paid	Yes No curr. <input type="checkbox"/> credit <input type="checkbox"/> cashiers <input type="checkbox"/> amount _____ date _____