



Christ Lutheran Church and School

INTERNATIONAL STUDENT REGISTRATION CHECKLIST

The following items need to be received by our Admissions Office before an acceptance decision can be made:

- Student Application
- Tuition, Fees and Agreement Form
- Payment Processing Form
- Family Information Sheet
- Authorization and Consent of Parent(s) or Legal Guardian(s)
- Authorization for Temporary Guardianship of Minor
- Completed Registration Forms
- Clear copy of passport
- Transcripts translated into **English** for all coursework from the current and previous school year
- Bank Letter/Certificate of Balance (in U.S. dollars)
- Copy of Immunization Record, with Tdap and translated into English
- Current TB Skin test
- In-person Interview at Christ Lutheran Church & School or Skype interview (determined as needed by School Principal)
- Fees
 - International Student Application Fee \$ 800
 - International Processing Fee \$ 700

Please note: Faxed copies can be used to speed up the admissions process, but we must receive all original documents prior to student attending school. Please mail all originals as soon as possible. Once the above items have been received in the School Office, an I-20 will be issued and mailed to the student. The student then must present the I-20 to the U.S. embassy where the student is applying for an F-1 Visa. Students must have a visa to study in the United States, unless they are permanent residents or citizens. The student visa is an F-1, but there are other visas under which it is permissible by law for a student to study. It is the student's responsibility to ensure they have the legal right to study in the United States.

WASC Accredited

(310)831.0848 (voice) ♦ (310)831.0090 (fax) ♦ office@sclschool.org ♦ www.christrpv.com

28850 S. Western Avenue ♦ Rancho Palos Verdes, California 90275



Christ Lutheran Church and School

Step 1- Apply

Download and complete the Christ Lutheran Church & School's *International Application Packet* for admission. * *Faxed or emailed copies can be used to expedite the admissions process, but CLCS must receive all original documents prior to the student attending school.*

A list of all required documents is provided in the checklist. All required documents with the **\$ 700 International Student Processing Fee** and **\$800 Annual Registration Fee** must be submitted in order to start the admission review process.

Step 2- Application Review

Upon receipt of all required documents, applications are individually reviewed by the Admissions Department. An in person or SKYPE interview will be scheduled if the Admissions Department deems necessary.

Step 3- Notification of Admission Decision

If accepted, CLCS will send an acceptance packet via email which will include a letter of acceptance and letter of intent to enroll. If a student is denied, a letter of denial will be sent via email.

Step 4- Enrollment

Accepted students must respond to the letter of intent by email to enroll. Upon receipt of the intent letter, registration fee, and International Application fee, an I-20 will be issued. I-20 will be mailed to the student's native home address via **FED Ex**. Upon receipt of the I-20, students should immediately make an appointment with the US Embassy for their F1 Visa interview.

Full annual tuition and all other fees are due prior to traveling to the United States for school.

Please send inquiries and documents to:

Christ Lutheran Church & School

Attn: So Jung Kim

28850 South Western Avenue

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