



# Texas Christian Junior High School Texas Christian High School

17810 Kieth Harrow, Houston, TX 77084 (281) 550-6060 (281) 550-2400 FAX

*Herc Palmquist*  
President

*Beckie Soliz*  
Executive Director

Fully Accredited  
[www.TexasChristianSchool.org](http://www.TexasChristianSchool.org)

## INTERNATIONAL STUDENT I-20 INFORMATION

### The following information is provided regarding the I-20 Program:

- A. Bible Class is taught every day and the student must regularly attend Church. Church notes are to be taken by the student, who submits them to the teacher on Monday as part of the Bible Class grade. Texas Christian School's Statement of Faith may be viewed at [www.TexasChristianSchool.org](http://www.TexasChristianSchool.org).
- B. Administration will determine the grade the international student will be enrolled in. Generally, an international student may be enrolled in the previous grade for academic reasons due to age, courses needed to graduate, English proficiency, etc. Example: International student is applying to enroll in 10<sup>th</sup> Grade and the Administration may determine the student will be enrolled in the 9<sup>th</sup> Grade so the student will be successful and able to enter the college of his/her choice.
- C. International students must be able to read, write, speak, and comprehend English at an acceptable level. If available, please provide Test of English as a Foreign Language (TOEFL) or similar testing results indicating English abilities.
- D. All fees are non-refundable and student commitment is for one year according to the current yearly school calendar.
- E. I-20 forms will not be processed unless **all documentation is received and fees are paid.**

### I-20 PROCESS

- o **STEP 1:** Pay the I-20/Application Fee of \$2,500 to Texas Christian School. This fee is non-refundable.
- o **STEP 2:** TCS will issue the I-20 and family may pick up the document to send out to the student OR TCS can mail the I-20 document for a \$300 fee.
- o **STEP 3:** Family needs to contact the United States Embassy in the home country to schedule the interview appointment. Please verify with them what documents you need to provide. Please let TCS know when your interview appointment is scheduled.
- o **STEP 4:** As soon as your interview is complete, you must contact TCS to let us know the status. If approved, the family must complete and submit the online school application.
- o **NOTE:** If the interview is not successful, another I-20 may be issued at the discretion of Texas Christian School and another interview scheduled by the family with the United States Embassy. Please check with the United States Embassy representative as to when the next interview can be scheduled because there may be a waiting period between interview dates.

## INTERNATIONAL STUDENT CONTACT INFORMATION SHEET

**Student's Name:** \_\_\_\_\_ Email: \_\_\_\_\_

Student's Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/Territory: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Student's Cell Phone: \_\_\_\_\_ Skype ID: \_\_\_\_\_

Social Media: Facebook \_\_\_\_\_ Instagram \_\_\_\_\_ Twitter \_\_\_\_\_

**Father's Name:** \_\_\_\_\_ Email: \_\_\_\_\_

Father's Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/Territory: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Father's Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Father's Employer: \_\_\_\_\_ Phone \_\_\_\_\_

Employer's Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/Territory: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

**Mother's Name:** \_\_\_\_\_ Email: \_\_\_\_\_

Mother's Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/Territory: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Mother's Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Mother's Employer: \_\_\_\_\_ Phone \_\_\_\_\_

Employer's Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/Territory: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

### **Emergency Contact Information:**

Name: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

This form must be filled out with all current contact information.



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## BACKGROUND INFORMATION FOR I-20

(Updated 10/21/2019 P.R.)

**Please complete this form in detail for admissions process.**

How did you learn about Texas Christian School's International Student Program?

\_\_\_ TCS Family/Student    Name of TCS Family/Student: \_\_\_\_\_

\_\_\_ Web Site    \_\_\_ Newspaper/Magazine    \_\_\_ Other: \_\_\_\_\_

### Page 1 of I-20:

Do you currently have a Visa?    \_\_\_ YES    \_\_\_ NO    If yes, what type of visa? \_\_\_\_\_

Family Name (Last Name of Student): \_\_\_\_\_ First Name: \_\_\_\_\_

English First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_  
(Student must choose an English first name)

Suffix: \_\_\_\_\_ Date of Birth (MM/DD/YR): \_\_\_\_\_ Gender: Male \_\_\_ Female \_\_\_

Country of Birth: \_\_\_\_\_ Country of Citizenship: \_\_\_\_\_

Student Skype ID: \_\_\_\_\_

Reason for Issue:

- \_\_\_ 1. Attend Texas Christian School for Academic Education (F Status).
- \_\_\_ 2. Student currently in U.S. and wants to change to F Status.

### Housing / Boarding:

**Student will need boarding** \_\_\_\_\_

Tuition Rate for Boarding students is discounted to \$12,000 per year.

**Student will NOT need boarding** \_\_\_\_\_

Tuition Rate for Non-Boarding students is \$18,000 per year.

Student will reside with \_\_\_\_\_ Relation to student \_\_\_\_\_

**Page 2 of I-20:**

Admission Number (See Student's I-94 Entry Document): \_\_\_\_\_

Student's Complete Detailed Foreign Address:

Address Line 1 \_\_\_\_\_

Address Line 2 \_\_\_\_\_

City \_\_\_\_\_

Province/Territory \_\_\_\_\_

Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Student's Complete Detailed United States Address (where student will be living), if pre-approved by Administration; otherwise, student will reside in Texas Christian's Home-Stay Program:

Street \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Education Level Applying For (Select One):  
(Texas Christian will place the student in the suitable  
U.S. Grade level according to age, courses needed,  
English proficiency, etc.)

Junior High \_\_\_6<sup>th</sup> \_\_\_7<sup>th</sup> \_\_\_8<sup>th</sup>

High School \_\_\_9<sup>th</sup> \_\_\_10<sup>th</sup> \_\_\_11<sup>th</sup>

Year of Grades Already Completed (**REQUIRED**):

6<sup>th</sup> \_\_\_\_\_ 7<sup>th</sup> \_\_\_\_\_ 8<sup>th</sup> \_\_\_\_\_ 9<sup>th</sup> \_\_\_\_\_ 10<sup>th</sup> \_\_\_\_\_

Primary Major: General Education

Normal Length of Study (Academic Term In Months): 10 Months per School Year

Program Start Date (Date when student is expected to begin program): \_\_\_\_\_

Program End Date: (Expected date of graduation): \_\_\_\_\_

Is parent/guardian a United States citizen or legal resident of the United States?

\_\_\_Yes \_\_\_No

(If parent/guardian is not a United States citizen or legal resident of the United States, the I-20 process cannot be completed.)  
However, if student is participating in Texas Christian School's housing/home-stay/boarding program, the guardian is a United States citizen.

Name of Parent/Guardian: \_\_\_\_\_

Parent/Guardian's Family Relationship to Student (Check One):

\_\_\_Father \_\_\_Mother \_\_\_Uncle \_\_\_Aunt \_\_\_Cousin \_\_\_None Other: \_\_\_\_\_

United States Address of Parent/Guardian:

Street: \_\_\_\_\_ City: \_\_\_\_\_

State: Texas Zip Code: \_\_\_\_\_ Student's Phone: \_\_\_\_\_

Student's Personal Funds (Personal funds available to student): \_\_\_\_\_

Funds From Other Sources: \_\_\_\_\_

Describe in detail Other Sources Funds: \_\_\_\_\_

### **ACKNOWLEDGEMENT OF RESPONSIBILITIES AND LIABILITY NOTICE**

By signing this application, I confirm that I have read the guidelines below outlining the responsibilities for F-1 students to maintain legal F-1 status in the United States while studying at Texas Christian School (TCS). I further understand by signing below that failure to comply with these guidelines and regulations can and will result in loss of legal status in the United States. Furthermore, I acknowledge that in consideration and as a condition of my acceptance to TCS, I have an obligation to meet with a Designated School Official (DSO) at the TCS Business Office for any and all immigration advising related to F-1 issues.

The DSO is not an "advocate" or "representative" for the student in any legal capacity. I understand that DSOs and other TCS employees do not provide legal advice to students. Therefore, I hereby release all DSOs and employees of TCS of any and all liabilities resulting from the advice given by a DSO or staff member of TCS. All matters relating to immigration status of the student is the student's responsibility, not the responsibility of TCS. If a student has an immigration issue that requires legal advice, the student is encouraged to seek outside legal counsel from a qualified immigration attorney. TCS can provide an attorney with student information.

### **THE STUDENT'S ROLE AND RESPONSIBILITIES FOR COMPLIANCE WITH F-1 LAWS/REGULATIONS**

The U.S. Federal Government regulations state how international F-1 students must maintain legal status. Failure to follow these regulations could result in your F-1 status being terminated. The brief outline below provides an overview of the student's responsibilities for maintaining status in the United States while studying at TCS.

- Maintain **ALL** F-1 related documentation, including a VALID passport and the SEVIS I-20 Form.
- Maintain your contact information. Students must maintain their e-mail addresses, telephone numbers, and mailing addresses with the TCS Business Office.
- Notify a DSO of any change in information, including demographic or legal information within 10 days of the change.
  - ❖ All changes in housing arrangements must be pre-approved by Texas Christian School Administration and all required paperwork completed before any change occurs.
- Make satisfactory academic progress toward completion of high school diploma requirements by following TCS course credit plan.
- Be enrolled full-time unless authorized in advance to take a reduced course load.
- Only online courses count as course credit make-up.
- Submit an extension request no later than 45 days before the SEVIS Form I-20 expires.
- Transfer I-20 to college/university or depart the United States in a timely manner (within 60 days) after completion of high school diploma program.
- Have a valid travel signature/endorsement on your SEVIS Form I-20 before leaving/re-entering the U.S.
  - ❖ **All travel plans must be pre-approved by Texas Christian School Administration** or zeros will be given for any class time missed.

### **ADMISSION TO TCS**

Students do not need to secure a third-party agency to gain admission to TCS. TCS staff is available to students to assist with the admissions/registration process. If a student chooses to utilize the services of a third-party agency, the student should be aware that they assume full responsibility for all actions conducted by the third-party agent acting on the student's behalf. Although rare, there have been incidents of third-party agencies submitting fraudulent admissions documentation on behalf of the student. If fraudulent activity is committed by an agency representative acting on behalf of a student, the student is fully responsible and may be subject to disciplinary action. Given that third-party agencies often require personally identifiable information from students act on their behalf, it is also possible for an agent to gain access to a student's online account and make changes without the student's consent.

**Page 4 of I-20:**

**I understand that the student named on this application will be required to attend all classes as scheduled by the school calendar. Unless pre-approved by the Administration, student cannot leave school early for travel accommodations during the holidays such as Thanksgiving, Christmas, Spring Break, Summer Break, etc., or zeros will be given for any class time missed. All travel plans must be pre-approved by the Administration and the proper forms completed.**

*I certify that I understand all sections on this application and that all information provided herein is complete, accurate, and true. I understand that any information proven to be false will possibly result in the I-20 Form being canceled or terminated. I also understand that the information provided is protected by the Privacy Act of 1974 and all changes requested must be submitted in writing to the TCS Business Office.*

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Signature of Student

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Date

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Signature of Student's Parent

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Date

---

Signature of Student's Guardian

---

Date

## Current/Past Medical History

Current medical history and treatment, including daily medications \_\_\_\_\_

\_\_\_\_\_

Past medical history and treatment \_\_\_\_\_

\_\_\_\_\_

Are you currently under medical treatment for allergies?  Yes  No

If yes, explain \_\_\_\_\_

\_\_\_\_\_

Do you have any allergies to medicines, foods, dyes, animals, etc.?  Yes  No

If yes, explain

\_\_\_\_\_

Are you currently under psychological treatment?  Yes  No

If yes, explain \_\_\_\_\_

\_\_\_\_\_

Have you ever been under psychological treatment in the past?  Yes  No

If yes, explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Father's/Guardian's Signature**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Mother's/Guardian's Signature**

**Date:** \_\_\_\_\_

# 2019 - 2020 INTERNATIONAL STUDENT FEES (for 10 Month School Year)

<b>I-20 / School Applications Fee</b> *(Non-refundable fee)	<b>\$2,500</b>
<b>Tuition without Home-Stay</b> (Per School Year – paid in full by due date) *(Commitment for entire year - \$3,000 to be paid within 45 days of applying to hold a place in the school)	<b>\$18,000</b>
<b>Home-stay</b> (Per School Year – paid in full by due date) *(Commitment for entire year - \$3,000 to be paid within 45 days of applying to hold a place in the Home-Stay Program)	<b>\$15,000</b>
<b>Tuition with Home-Stay Discount</b> (Per School Year – paid in full by due date) *(Commitment for entire year - \$3,000 to be paid within 45 days of applying towards tuition to hold a place in the school)	<b>\$12,000</b>
<b>International Student Fee</b> (per school year)	<b>\$1,000</b>
<b>Matriculation</b> (Per School Year)	
<b>Elementary</b>	<b>\$800</b>
<b>Junior High</b>	<b>\$900</b>
<b>High School</b>	<b>\$900</b>
<b>Technology</b> (Per School Year)	<b>\$300</b>

## Administrative Fees

### School Records Transfer (Non-Graduate)

- |   |          |
|---|----------|
| 1) During the school year and in addition to any remaining fees due | \$1,500+ |
| 2) End of School Year and in addition to any remaining fees due     | \$500+   |

I understand and agree to all fees and tuition schedule as listed above. I understand that all fees, tuitions, and boarding fees are non-refundable. I understand that I am enrolling my student for a minimum of one full school year and agree to pay all fees for the school year term regardless of the attendance of my student.

Mother Signature \_\_\_\_\_ Date \_\_\_\_\_

Father Signature \_\_\_\_\_ Date \_\_\_\_\_