

Student Name: _____

Date: _____

International Admissions Checklist

- A \$200 non-refundable processing fee is required prior to the admissions process commencing (the fee is not a guarantee of admission). Make check payable to “ALCS” and submit separately.
- International Application for Enrollment
- Copy of student’s passport
- Immunization Record
- A copy of the student’s transcript (translated into English) through the most recent grade completed. If student is presently in school, also provide a copy of current courses.
- Permission for Temporary Guardianship form.
- A statement from the host family/legal guardian(s) accepting guardianship of the student.
- A TOEFL score of at least 500 (paper score) or 173 (computer score), or other English proficiency documentation administered by an official United States agency or institution in the US or the student’s home country.
- Interview
- Letters of Recommendation (both personal reference and pastoral reference)
- Affidavit of Financial Support form guaranteeing the necessary funds for schooling and living expenses.
- Emergency form

ALCS will not consider a student until all paperwork and processing fees are submitted to the Admissions Department. Once submitted, the application will be reviewed. If accepted, the family is required to complete appropriate tuition agreements and make payment arrangements for tuition and fees. Once all registration materials are submitted following the admission process, the I-20 (F-1) Student Visa will be given to the family or host family for the student’s entrance into the country

