

# INTERNATIONAL STUDENT REQUIREMENTS



Student's Name: \_\_\_\_\_

## 1. Testing on Campus

- Each applicant is required to schedule testing on campus. The testing fee is \$25.
- Online Testing may be requested if student (2<sup>nd</sup>-12<sup>th</sup>) is off-island. Testing on Campus will still be required.
- Students must show a reasonable amount of reading and conversational English (1<sup>st</sup>-12<sup>th</sup> grade).
- Students that do not meet the minimum score may test again in 6 months.

## 2. New Student Interview with the Principal

- A New Student Interview is required before the application may be approved.
- Required documents to be submitted prior to the Interview:
  - New Student Application
  - Copy of Passport and Visa
  - Current Immunization Record\*\*
  - Final Report Card from previous school year
  - Current Report Card
  - Official Signed Transcript (10<sup>th</sup>-12<sup>th</sup> grade)\*

\*Official signed transcript (entering 10<sup>th</sup>-12<sup>th</sup> grade) must be provided **before** the student can begin school.

\*\*PPD test and results are required within 6 months of student's arrival on Guam **before** the student can begin school. If PPD test results are positive, student will need official clearance from Guam's Public Health Department **before** the student can begin school.

## 3. Enrollment and I-20 Processing (if applying for a Student Visa)

- After the Application is approved, Enrollment Forms must be submitted along with necessary documents and payment before the I-20 can be processed.
  - Enrollment Forms
  - Enrollment Fee and I-20 Fees (if applicable)
  - Original Bank Certificate or Original Savings Account Statement\*
  - Original Notarized Guardianship Letter
  - Copy of parent's ID (Passport or Photo ID)
  - Copy of guardian's ID (Guam Driver's License or Passport/Green Card)

\* The original bank certificate must show that the student's family has sufficient funds for their child to study abroad (including Annual Living Expenses and Annual Tuition and Fees). It must be a savings account statement, not a checking account statement.

## 4. Check-in to Campus

- Once a student visa is obtained, a copy must be submitted to the School Office before a **start date** can be finalized.
- Follow-up testing may be required based on principal's request.
- Contact the School Office if there is a delay in the student's arrival to Guam.

## 5. Expectations for International Students

- Enrollment is dependent on the student's ability to show consistent improvement in grades.
- There must be a Guardian who is a Guam resident for each I-20 student. This is required even if the student is living with a parent while they are on Guam. The original notarized guardianship letter must have the parents' signatures on the letter. A sample letter is available upon request.
- Students must live with a Parent or Guardian who is 21 years or older. We do not allow I-20 students to remain at HCA if they are living on their own.
- The account must be paid on time to continue with a student visa. If there is a concern, please contact the School Office.
- A student who is at HCA with an I-20 visa must have consistent attendance and be showing effort in all of their classes.
- Contact information must be kept up to date.

By signing below, I understand the above Requirements for International Students. I understand that adhering to these requirements, along with the policies in the Student Handbook, is needed to maintain enrollment at Harvest Christian Academy.

\_\_\_\_\_  
MM/DD/YYYY  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Print Name

**All records need to be in English.**

Please contact the School Office for any questions. Phone: (671) 477-6341 | Fax: (671) 477-7136 | [www.hcaguam.org](http://www.hcaguam.org)