



# international student **admission application**

Developed by the Association of Christian Schools International (ACSI) for Christian Schools

## **Instructions**

This form is used as part of the international student admission process for some Christian schools. Please read all directions on each page carefully before completing this form. Use the checklist on page 2 to ensure that you have completed all sections appropriately and obtained all necessary signatures.

If you are accepted by the school, this form and any supplement(s) will serve as your introduction to the people who will host you.

## **Filling Out Your Application**

Your application must be legible and written in English, using proper grammar and spelling. Answer all questions completely; do not simply write "same" or "see above" or "see previous." Enter your information directly on the application unless directed otherwise. The question fields are enabled for typing, so you may type directly into the application.

Whenever the application asks for your name, enter your name exactly as it appears on your passport or birth certificate. Write your full name at the top of all application pages.

All dates should be written in the following format: month/day/year.

## **Copies and Signatures**

You will need to submit one copy of this application form. (You may also wish to make a copy for your own records.) Make sure to sign each section appropriately. All photographs should be originals or good-quality color copies.

## **Questions**

If you have any questions about this application and whether the school accepts it, check with the school directly.

## **Submitting the Application**

Submit your completed application directly to the International Student Program (ISP) Coordinator at the school. Incomplete applications cannot be processed.



Applicant's Name \_\_\_\_\_

# international student **admission application checklist**

**Student**—*Consult the checklist below before submitting your application. Make sure that you have included all documents and that they are all complete, including original signatures. Incomplete applications will not be processed.*

## Student Information

- Personal Information Pages**—to be completed by the student
- Student's Essays**—to be written by the student in English
- Parents/Legal Guardians Essays**—to be written by the student's parents/legal guardians in English (or translated into English)
- Photos**—Original color photos, good-quality color copies, or electronic files

## Legal Documents

- Student Agreement**—to be read, signed, and dated by the student
- Parents/Legal Guardians Agreement**—to be read, signed, and dated by student's parents/legal guardians
- Liability Release**—to be read, signed, and dated by student's parents/legal guardians or the student (if of legal age)

## Educational Information

- Transcript of Grades Cover Sheet**—to be signed and dated by the student's current school administrator  
An official school transcript (regardless of the language it is written in; see **Additional Documents** below) should also be attached.
- Official Transcript Translation**—to be completed by the student's current school or a third party

## Reference Forms

- English Teacher Reference**—to be completed, signed, and dated by the student's current English teacher and returned separately in a preaddressed, stamped envelope or e-mailed to the specified address
- Math Teacher Reference**—to be completed, signed, and dated by the student's current math teacher and returned separately in a preaddressed, stamped envelope or e-mailed to the specified address (Be sure to complete the correct form—Middle School Math Reference or Secondary School Math Reference.)
- Personal Reference**—to be completed, signed, and dated by a personal reference and returned separately in a preaddressed, stamped envelope or e-mailed to the specified address

**Additional Documents**—These documents must be submitted with your application.

- Copy of student's passport**—The copy should include the photo and signature pages of the student's passport.
- Student's official transcript of grades**—The transcript should be submitted in the student's native language, but it must be translated to English and the American grading system as well, using the translation form provided.
- SLEP or TOEFL test results**—The student should request that his or her results be sent to the school.

**Supplemental Materials**—The school may require you to submit additional forms and materials.



**Applicant's Name** \_\_\_\_\_

# international student **admission application**

Affix recent photo of student here.

## Student Information

**Student**—Before you begin filling out your application, read all instructions on the opening page.

Submit a good-quality color photo of your head and shoulders with this application. For hard-copy submission, affix a recent photo of yourself in the box at the right (size 2 x 2½ in. or 5 x 6.5 cm.). For e-mail submission, use Adobe Reader or Adobe Acrobat Pro to attach a photo file as a comment.

Date of Application \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Name of School Applying to \_\_\_\_\_  
MONTH / DAY / YEAR

### 1. Student

Full Legal Name (as it appears on your passport or birth certificate)

Family Name/Surname \_\_\_\_\_ Given Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Nickname or English Name \_\_\_\_\_ Gender:  Male  Female

Home Address—Street/Apt. \_\_\_\_\_

City \_\_\_\_\_

State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Postal Address (if different from home) \_\_\_\_\_

City \_\_\_\_\_

State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

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

Student's E-mail \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Place of Birth—City \_\_\_\_\_  
MONTH / DAY / YEAR

State/Province \_\_\_\_\_ Country \_\_\_\_\_

Citizen of (Country) \_\_\_\_\_ Passport Number \_\_\_\_\_

Place of Issue \_\_\_\_\_ Date of Issue \_\_\_\_\_ Date of Expiry \_\_\_\_\_

### 2. Parents/Legal Guardians

**Full Name of Father/Legal Guardian** \_\_\_\_\_

If same as above check here. Address—Street/Apt. \_\_\_\_\_

City \_\_\_\_\_

State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

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

E-mail \_\_\_\_\_

Employer \_\_\_\_\_

Occupation \_\_\_\_\_

Business Phone \_\_\_\_\_ Fax \_\_\_\_\_

**Full Name of Mother/Legal Guardian** \_\_\_\_\_

If same as above check here. Address—Street/Apt. \_\_\_\_\_

City \_\_\_\_\_

State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

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

E-mail \_\_\_\_\_

Employer \_\_\_\_\_

Occupation \_\_\_\_\_

Business Phone \_\_\_\_\_ Fax \_\_\_\_\_

Check here if parents are divorced or separated. Authorizations must be obtained from all parents/legal guardians and others who have legal rights to make decisions affecting the student.

Parent/legal guardian to contact first in the event of an emergency: \_\_\_\_\_



Applicant's Name \_\_\_\_\_

# international student admission application

## Student Information (continued)

### 3. Siblings

Name	Gender	Age	Occupation	Living at Home?
_____	<input type="radio"/> M <input type="radio"/> F	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	<input type="radio"/> M <input type="radio"/> F	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	<input type="radio"/> M <input type="radio"/> F	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	<input type="radio"/> M <input type="radio"/> F	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	<input type="radio"/> M <input type="radio"/> F	_____	_____	<input type="radio"/> Yes <input type="radio"/> No

### 4. School

You must attach a transcript of courses you have completed during the last three years and the grades you have received to the Educational Information section of this application. (If your original transcript is not in English, it must be translated to English and the American grading system using the forms provided.)

Name of School You Currently Attend \_\_\_\_\_

Check one:  Elementary School  Middle School  Secondary School      Check one:  Public  Private

School's Religious Affiliation (if any) \_\_\_\_\_

Address—Street \_\_\_\_\_

City \_\_\_\_\_

State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_ Website \_\_\_\_\_

Your Current Grade Level \_\_\_\_\_ Year You Will Finish Secondary School \_\_\_\_\_

What grade do you prefer to enter? (Check one only.)  6  7  8  9  10  11  12

Do you wish to graduate from your host school?  Yes  No  Undecided (Graduation is not guaranteed to any international student.)

### 5. Languages

Native Language \_\_\_\_\_

Proficiency—Please indicate Poor, Fair, Good, Very Good, or Excellent					
Non-native Language _____	Years Studied _____	Speaking _____	Reading _____	Writing _____	
Non-native Language _____	Years Studied _____	Speaking _____	Reading _____	Writing _____	
Non-native Language _____	Years Studied _____	Speaking _____	Reading _____	Writing _____	
Non-native Language _____	Years Studied _____	Speaking _____	Reading _____	Writing _____	

### 6. Desire to Study Abroad

Briefly give your reasons for wanting to study at a school in another country.



# international student admission application

## Student Information (continued)

### 7. Personal Background

- a. Do you have any dietary restrictions?  Yes  No If yes, please explain (e.g., vegetarian, food allergies, diabetic, etc.) \_\_\_\_\_
- b. Are you allergic to any animals?  Yes  No If yes, which animal(s)? \_\_\_\_\_
- c. Are you allergic to any medications?  Yes  No If yes, which medication(s)? \_\_\_\_\_
- d. Are you taking any medications?  Yes  No If yes, which medication(s)? Reason for taking the medication(s): \_\_\_\_\_
- e. Do you smoke?  Yes  No If yes, please explain. \_\_\_\_\_
- f. Do you drink alcohol?  Yes  No If yes, please explain. \_\_\_\_\_
- g. Have you ever been involved with illegal drugs?  Yes  No If yes, please explain. \_\_\_\_\_
- h. Have you ever been arrested or convicted of an offense?  Yes  No If yes, please explain. \_\_\_\_\_

### 8. Activities and Interests

Check any activity in which you are interested (check no more than six). Please note: Athletic eligibility or participation is not guaranteed.

- |   |   |                                       |   |  |
|---|---|---------------------------------------|---|--|
| <input type="radio"/> American Football | <input type="radio"/> Community Work    | <input type="radio"/> Martial Arts    | <input type="radio"/> Sailing/Boating   | <input type="radio"/> Track and Field    |
| <input type="radio"/> Arts and Crafts   | <input type="radio"/> Computers         | <input type="radio"/> Movies          | <input type="radio"/> School Activities | <input type="radio"/> Travel             |
| <input type="radio"/> Backpacking       | <input type="radio"/> Cooking           | <input type="radio"/> Museums         | <input type="radio"/> Sewing            | <input type="radio"/> Visiting Relatives |
| <input type="radio"/> Baking            | <input type="radio"/> Drawing/Painting  | <input type="radio"/> Music           | <input type="radio"/> Shopping          | <input type="radio"/> Volleyball         |
| <input type="radio"/> Baseball          | <input type="radio"/> Family Activities | <input type="radio"/> Photography     | <input type="radio"/> Snow Sports       | <input type="radio"/> Walking            |
| <input type="radio"/> Basketball        | <input type="radio"/> Fishing           | <input type="radio"/> Picnics         | <input type="radio"/> Soccer            | <input type="radio"/> Watching TV        |
| <input type="radio"/> Biking            | <input type="radio"/> Golf              | <input type="radio"/> Raising Animals | <input type="radio"/> Swimming          | <input type="radio"/> Woodworking        |
| <input type="radio"/> Bowling           | <input type="radio"/> Hiking            | <input type="radio"/> Racquetball     | <input type="radio"/> Table Games       | <input type="radio"/> Wrestling          |
| <input type="radio"/> Camping           | <input type="radio"/> History           | <input type="radio"/> Reading         | <input type="radio"/> Tennis            | <input type="radio"/> Writing            |
| <input type="radio"/> Church Activities | <input type="radio"/> Ice Hockey        | <input type="radio"/> Riding Horses   | <input type="radio"/> Theatre           | <input type="radio"/> Other: _____       |

Please list any other specific interests, hobbies, or activities and any awards or commendations.

- Do you play in a band or orchestra?  Yes  No If yes, which instrument(s)? \_\_\_\_\_
- Do you participate in any competitive sports?  Yes  No If yes, which sport(s)? \_\_\_\_\_
- What is your religious affiliation? \_\_\_\_\_
- Do you attend church?  Yes  No If yes, how many times do you attend per week? \_\_\_\_\_
- Are you active in any church groups?  Yes  No Would you be willing to attend church with your host family?  Yes  No
- Do you have any pets?  Yes  No If yes, what are they? \_\_\_\_\_
- Would you be willing to live with a host family that has pets living in the home?  Yes  No
- List the household tasks for which you are responsible at home. \_\_\_\_\_
- Would you be willing to contribute to the life of your host family by taking part in household tasks?  Yes  No



# international student **admission application**

## **Student Information—Student’s Essays**

**Student**—In your own words, respond to the following essay questions, introducing yourself to your future host family and school. Keep in mind that this will be their first impression of you. Provide as much detail as possible. **These essays must be written in English and signed by the student.**

- 1. Describe yourself. Tell about an important accomplishment or special interest. Tell about your strengths and weaknesses and likes and dislikes.** (What activities do you enjoy? Have you received awards in any of these areas? What things do you find easy or difficult? Do you like or dislike certain foods, animals, treatment of other people, etc.?)
  
  
  
  
  
  
  
  
  
  
  
- 2. Describe your family and home.** (Introduce your family members. What are their names, ages, and occupations? What is your home like? Do you have your own room, or do you share your room with others? Where in your house do you study? How far is your home from your school? Do you drive, ride a bus or a bicycle, or walk to school?)
  
  
  
  
  
  
  
  
  
  
  
- 3. Describe your involvement in a faith community.** (Do you go to church? How do you participate? Why do you participate?)
  
  
  
  
  
  
  
  
  
  
  
- 4. Describe a typical day at school.** (How many subjects do you take? What are they? How long are the classes? What is your daily schedule during the school year? Start with when you wake up and discuss only one typical day’s schedule.)
  
  
  
  
  
  
  
  
  
  
  
- 5. Describe what you do in your free time.** (Do you spend time with friends or family? How do you spend your free time?)





Applicant's Name \_\_\_\_\_

# international student **admission application**

## **Student Information—Parents’/Legal Guardians’ Essays**

**Parents/Legal Guardians**—*In your own words, respond to the following essay questions. Keep in mind that these essays will help the school place your child in a host family, so please be as frank and honest as possible to ensure that the best placement possible is found for your child.*

Both parents must sign below the essay questions. (If the parents are divorced or separated, two responses to each question may be submitted.)

**These essays must be written in English and signed by both parents.** (If the student's parents are unable to write in English, it is their responsibility to find someone to help them translate their thoughts into English.)

- 1. Describe your child's relationship with you and your family and with his or her friends.** (How does your child interact with you and others? How does he or she respond to disagreements, discipline, frustration, challenges, and difficult situations? Does he or she communicate freely?)
  
- 2. Describe your relationship with your child.** (How do you communicate love and respect to your child? How much independence do you give your child? What kinds of responsibilities do you give your child? How do you work out differences? How do you enforce rules?)
  
- 3. Describe your child's personality.** (What are his or her interests, strengths, and weaknesses?)
  
- 4. Describe what makes you proud of your child.**
  
- 5. Explain why you want your child to study abroad.**
  
- 6. Add any other comments you would like to share with your child's host family and school.**

Parents'/Legal Guardians' Signature \_\_\_\_\_ Date \_\_\_\_\_





Applicant's Name \_\_\_\_\_

# international student **admission application**

## Student Information—Student's Photos

**Student**—Place a recent (within the past two years) color photo in each of the following spaces. Write brief captions that describe who is in the picture and what they are doing.

**Specifications:** For hard-copy submission, affix recent photos in the boxes below. For e-mail submission, use Adobe Reader or Adobe Acrobat Pro to attach photo files as a comments.

**My Family**

  
  
  
  
  
  
  
  
  
  

Photo that includes members of your immediate family

Caption:

**My Friends**

  
  
  
  
  
  
  
  
  
  

Photo of your friends

Caption:



Applicant's Name \_\_\_\_\_

# international student **admission application**

## **Student Information—Student's Photos** (continued)

**My Special Interest**

Photo of you participating in your favorite hobby or activity

Caption:

**Something Important to Me**

Photo of something important to you, such as a pet,  
a musical instrument, a special person, etc.

Caption:



Applicant's Name \_\_\_\_\_

# international student **admission application**

## Legal Documents

### Student Agreement

**Student**—Please read carefully. Then sign and date below where indicated.

In the city of \_\_\_\_\_, country of \_\_\_\_\_, on the \_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_\_\_, I \_\_\_\_\_, the student, agree that if I am accepted by \_\_\_\_\_ (hereafter *school*), I will travel to the host country, live with an approved host family, and attend the school for the length of time agreed upon by me, my parents, and the school.

I hereby state that I have read and understand the school and international student program (ISP) rules and conditions. Should I, as a student, be admitted to and enrolled in the school, I agree to abide by all the school and ISP rules, conditions, and decisions throughout the duration of my enrollment in the school. I understand that while a student in the school my activities are under the authority of the school. Therefore, my parents/legal guardians cannot authorize me to engage in an activity or activities without the school's approval. I also understand that any relatives that I may have in the host country will have no authority over me while I am a student in the school.

I attest that I am of good health and character, I understand the important role of an international student, and I will, to the best of my ability, maintain the high standards required of an international student should I be chosen to represent my family, school, community, state/province, and country. I further state that all the material contained in this application and in the attached documents is true and accurate to the best of my knowledge.

**Student's Name** (please print) \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

### Parents/Legal Guardians Agreement

**Parents/Legal Guardians:** Please read this agreement carefully. Then sign and date below where indicated.

In the city of \_\_\_\_\_, country of \_\_\_\_\_, on the \_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_\_\_,

I/We, the undersigned parents or legal guardians (hereafter *parents*) of \_\_\_\_\_, agree that if my/our child is accepted by \_\_\_\_\_ (hereafter *school*), my/our child is permitted to travel to the host country, live with an approved host family, and attend the school for the length of time agreed upon by me/us, my/our child, and the school.

I/We hereby state that we have read and understood the school and international student program (ISP) rules and conditions. Should my/our son/daughter be admitted to and enrolled in the school, I/we agree to abide by all the school and ISP rules, conditions, and decisions throughout the duration of his/her enrollment in the school. I/We understand that while our son/daughter is a student in the school his/her activities will be under the authority of the school. Therefore, I/we understand that I/we cannot authorize my/our son/daughter to engage in an activity or activities without the school's approval. I/We also agree that any relatives we may have in the host country will have no authority over him/her while he/she is a student in the school.

I/We attest that our child is of good health and character, understands the important role of an international student, and will, to the best of his/her ability, maintain the high standards required of an international student should he/she be chosen to represent his/her family, school, community, state/province, and country. I/We further state that all the material contained in this application and in the attached documents is true and accurate to the best of my/our knowledge.

**Father's/Legal Guardian's Name** (please print) \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Mother's/Legal Guardian's Name** (please print) \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



Applicant's Name \_\_\_\_\_

# international student **admission application**

## Legal Documents

### Liability Release

*Please read carefully. Then sign and date below where indicated.*

In consideration of the acceptance and enrollment of the student in \_\_\_\_\_ (hereafter *school*), I/we, the undersigned parents/legal guardians of the student, and I, the student, if of legal age, to the full extent permitted by law, hereby release and agree to defend, hold harmless, and indemnify all host parents and members of their families and the school and its employees, agents, officers, and directors from any or all liability for any loss, property damage, personal injury, or death, including any such liability that may arise out of any negligent act or omission, excepting intentional conduct, of any such persons or entities, which may be suffered or claimed by such student, parent, or legal guardian during, or as a result of, the student's enrollment in the school, including travel to and from the host country.

I/We understand that the student will be subject to the authorities and teachers of the school, and that he/she will have to follow the rules given by his/her host family. I/We also understand that the school reserves the right to terminate the enrollment any student whose conduct may be considered detrimental or incompatible with the interests and security of the school and its international student program (ISP). I/We understand that if this occurs, any refund will be at the discretion of the school.

**Father's/Legal Guardian's Name** (please print) \_\_\_\_\_

**Signature** (mandatory if student is under age 18) \_\_\_\_\_ **Date** \_\_\_\_\_

**Mother's/Legal Guardian's Name** (please print) \_\_\_\_\_

**Signature** (mandatory if student is under age 18) \_\_\_\_\_ **Date** \_\_\_\_\_

**Student's Name** (please print) \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



Applicant's Name \_\_\_\_\_

# international student **admission application**

## Educational Information

### Transcript of Grades Cover Sheet

*This side is to be completed and signed by an administrator at your current school. (If there are no bilingual administrators available, the student and his or her parents must secure the services of an English translator to help an administrator complete this form.) If the student has not completed any years of secondary school and is unable to supply an official transcript, please contact the school the student is applying to about how to proceed.*

**Current School Administrator**—Please attach an official copy of the student's transcript to this page.

Name of school student currently attends \_\_\_\_\_

**Type of Curriculum** (e.g., U.S. system, International Baccalaureate [IB], Korean system, etc.) \_\_\_\_\_

American Grades	Student's Grades (words)	(number/letter)
Superior A+	_____	_____
Excellent A	_____	_____
Very Good A- or B+	_____	_____
Good B or B-	_____	_____
Average C	_____	_____
Sufficient C-	_____	_____
Poor D	_____	_____
Failing F	_____	_____

What grade level will the student have completed before arriving in the host country?  5  6  7  8  9  10  11  12

What grade level will the student wish to enroll in upon arrival in the host country?  6  7  8  9  10  11  12

Does the student wish to graduate and receive an official diploma from the school he or she is applying to?  Yes  No  Undecided

A high school diploma or graduation from the school in which he or she studies abroad is not guaranteed to any international student. Credit for academic achievements earned while abroad shall be determined solely by the student's home-country school upon the student's return to his or her home country or the host school if the student graduates from it. The host school cannot guarantee specific courses, but those courses may be available for the student. Please list any courses you recommend that this student be enrolled in while studying abroad.

Recommended courses for this student: \_\_\_\_\_  
\_\_\_\_\_

I have attached a course profile that describes the content of the courses the student has taken.  Yes  No

I have attached an official copy of the student's transcript.  Yes  No

I have **translated** the student's transcript using the form provided.  Yes  No

**Current School Administrator's Name** (please print) \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



Applicant's Name \_\_\_\_\_

# international student **admission application**

## Educational Information

### Transcript Translation

To be completed by your current school administrator. Student, please **do not** fill this out. Provide a translator if your current school administrator is not bilingual and is not familiar with the U.S. style of grading.

**Grade** \_\_\_\_\_ **School Year** \_\_\_\_\_ / \_\_\_\_\_ - \_\_\_\_\_ / \_\_\_\_\_ (MONTH/YEAR – MONTH/YEAR) **Hours per week** \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

**Grade** \_\_\_\_\_ **School Year** \_\_\_\_\_ / \_\_\_\_\_ - \_\_\_\_\_ / \_\_\_\_\_ (MONTH/YEAR – MONTH/YEAR) **Hours per week** \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

**Grade** \_\_\_\_\_ **School Year** \_\_\_\_\_ / \_\_\_\_\_ - \_\_\_\_\_ / \_\_\_\_\_ (MONTH/YEAR – MONTH/YEAR) **Hours per week** \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

**Grade** \_\_\_\_\_ **School Year** \_\_\_\_\_ / \_\_\_\_\_ - \_\_\_\_\_ / \_\_\_\_\_ (MONTH/YEAR – MONTH/YEAR) **Hours per week** \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_ Class \_\_\_\_\_ Final Grade (U.S. equiv.) \_\_\_\_\_

#### Translation Conducted By:

Translator's Name (please print) \_\_\_\_\_

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



# international student **admission application**

## Reference Forms

### English Teacher or Tutor Reference Form

To be completed by the student's current English teacher or tutor.

**Student**—Give your teacher this form, along with an e-mail address to send it to or a preaddressed stamped envelope.

**Teacher/Tutor**—The above-named student is applying for admission to a school in another country. The purpose of this form is to help us evaluate this student's reading, writing, and verbal English-language skills. It is crucial that your evaluation be as accurate as possible. Rating a student better than his or her actual ability may result in serious problems for the student and the school. Please fill out the form below accurately and honestly and return the form in the preaddressed, stamped envelope or to the e-mail address provided.

English Teacher's Name \_\_\_\_\_ How long have you known the student? \_\_\_\_\_

**Reading:** When asked to read aloud in English from a book, magazine, or newspaper, the student is (select one only):

- ① **Poor**—Able to read and understand only the simplest words and explain little or none of the meaning.
- ② **Fair**—Able to read some of the vocabulary and explain parts of the basic idea.
- ③ **Good**—Able to read most of the vocabulary and explain the basic idea.
- ④ **Very Good**—Able to read well except for very difficult terms and explain most of the ideas.
- ⑤ **Excellent**—Able to read with few errors and easily explain the text's meaning.

Additional comments:

**Writing:** When asked to write a short essay in English, the student (select one only):

- ① **Poor**—Uses limited vocabulary; is difficult to understand.
- ② **Fair**—Writes only simple sentences using elementary vocabulary. Grammar is extremely irregular, but understandable.
- ③ **Good**—Uses irregular grammar but uses a fair vocabulary in lengthy sentences.
- ④ **Very Good**—Uses some irregular grammar but writes well, showing good use of English vocabulary.
- ⑤ **Excellent**—Writes fluently, using lengthy sentences, abstract terms, and excellent English vocabulary and sentence structure.

Additional comments:

**Verbal:** Estimate the student's ability to understand and speak English. (Select one only.)

- ① **Poor**—Student knows a few phrases but cannot understand basic English.
- ② **Fair**—Student's speaking ability is limited to a few basic words or phrases. Comprehension is limited.  
Student gets frustrated and easily reverts to his or her native language.
- ③ **Good**—Student can understand some conversation and responds haltingly but does not ask questions.
- ④ **Very Good**—Student can understand most conversation and responds slowly at times but with appropriate answers.  
Student is inquisitive and is able to pose necessary questions correctly.
- ⑤ **Excellent**—Student is nearly fluent and can understand and respond to difficult questions, including abstract terms.  
Student will have no problem communicating.

Additional comments:



Applicant's Name \_\_\_\_\_

# international student **admission application**

## English Teacher Reference Form (continued)

**Social Skills:** Please rate the student on the following. Select one number per category.

	Poor	Fair	Good	Very Good	Excellent
Ability to express himself or herself	①	②	③	④	⑤
Emotional stability and maturity	①	②	③	④	⑤
Self-reliance and independence	①	②	③	④	⑤
Effectiveness with people	①	②	③	④	⑤
General knowledge	①	②	③	④	⑤
Impression he/she will make abroad	①	②	③	④	⑤

Additional comments:

Based on your answers above (check one only):

- I recommend without reservation that the above-named student be accepted by the school.
- I recommend with some reservation that the above-named student be accepted by the school.  
Please explain.

- I recommend that the above-named student NOT be accepted by the school.

English Teacher's Name (please print) \_\_\_\_\_

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

School/Institution \_\_\_\_\_

Address \_\_\_\_\_

E-mail \_\_\_\_\_

Phone \_\_\_\_\_





Applicant's Name \_\_\_\_\_

# international student admission application

## Reference Forms

### Middle School Math Teacher Reference Form

To be completed by the student's current math teacher. This form is for students in grades 6, 7, or 8 only.

**Student**—Give your teacher this form, along with an e-mail address to send it to or a preaddressed stamped envelope..

**Teacher**—The above-named student is applying for admission to a school in another country. The purpose of this form is to help us evaluate this student's mathematical ability. It is crucial that your evaluation be as accurate as possible. Rating a student better than his or her actual ability may result in serious problems for the student and the school. Please fill out the form below accurately and honestly and return the form in the preaddressed, stamped envelope or to the e-mail address provided.

Math Teacher's Name \_\_\_\_\_ How long have you known the student? \_\_\_\_\_

Subject Area/Grade Level Taught \_\_\_\_\_

Please assess the student's mathematical ability in the following:  
(Select one number per category.)

	Poor	Fair	Good	Very Good	Excellent	Not Studied
Adding and subtracting whole numbers	①	②	③	④	⑤	○
Multiplying whole numbers	①	②	③	④	⑤	○
Dividing whole numbers	①	②	③	④	⑤	○
Adding and subtracting fractions	①	②	③	④	⑤	○
Multiplying fractions	①	②	③	④	⑤	○
Dividing fractions	①	②	③	④	⑤	○
Adding and subtracting decimals	①	②	③	④	⑤	○
Multiplying decimals	①	②	③	④	⑤	○
Dividing decimals	①	②	③	④	⑤	○
Time	①	②	③	④	⑤	○
Money	①	②	③	④	⑤	○
Measurement	①	②	③	④	⑤	○
Word problems—all operations	①	②	③	④	⑤	○
Overall mathematical ability	①	②	③	④	⑤	○

Please assess the student in these other important areas:

	Poor	Fair	Good	Very Good	Excellent
Academic ability	①	②	③	④	⑤
Initiative	①	②	③	④	⑤
Homework	①	②	③	④	⑤
Behavior and attitude	①	②	③	④	⑤
Peer relationships	①	②	③	④	⑤
Respect for authority	①	②	③	④	⑤
Emotional stability	①	②	③	④	⑤
Attendance	①	②	③	④	⑤

Please describe any other concepts and topics covered in your class:



Applicant's Name \_\_\_\_\_

# international student **admission application**

## **Middle School Math Teacher Reference Form** (continued)

Based on your answers on the previous page (check one only):

- I recommend without reservation that the above-named student be accepted by the school.
- I recommend with some reservation that the above-named student be accepted by the school.  
Please explain.

- I recommend that the above-named student NOT be accepted by the school.

**Math Teacher's Name** (please print) \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

School \_\_\_\_\_

Address \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_



Applicant's Name \_\_\_\_\_

# international student **admission application**

## Reference Forms

### Secondary School Math Teacher Reference Form

To be completed by the student's current math teacher. This form is for students in grades 9, 10, 11, or 12 only.

**Student**—Give your teacher this form, along with an e-mail address to send it to or a preaddressed stamped envelope.

**Teacher**—The above-named student is applying for admission to a school in another country. The purpose of this form is to help us evaluate this student's mathematical ability. It is crucial that your evaluation be as accurate as possible. Rating a student better than his or her actual ability may result in serious problems for the student and the school. Please fill out the form below accurately and honestly and return the form in the preaddressed, stamped envelope or to the e-mail address provided.

Math Teacher's Name \_\_\_\_\_ How long have you known the student? \_\_\_\_\_

Subject Area/Grade Level Taught \_\_\_\_\_

Please assess the student's mathematical ability in the following (select one number per category):

#### Algebra I Concepts

##### Ability to add, subtract, multiply, and divide ...

integers (signed numbers)      ① ② ③ ④ ⑤ ○

polynomials      ① ② ③ ④ ⑤ ○

radicals (square roots)      ① ② ③ ④ ⑤ ○

##### Ability to ...

graph lines      ① ② ③ ④ ⑤ ○

determine the slope of a line      ① ② ③ ④ ⑤ ○

##### Ability to solve ...

linear equations having one variable      ① ② ③ ④ ⑤ ○

quadratic equations by using factoring      ① ② ③ ④ ⑤ ○

quadratic equations by using quadratic formula      ① ② ③ ④ ⑤ ○

inequalities      ① ② ③ ④ ⑤ ○

systems of equations (elimination and substitution)      ① ② ③ ④ ⑤ ○

fractional equations and inequalities      ① ② ③ ④ ⑤ ○

#### Algebra II Concepts

##### Ability to add, subtract, multiply, and divide ...

expressions with square, cube, and fourth roots      ① ② ③ ④ ⑤ ○

rational expressions      ① ② ③ ④ ⑤ ○

complex numbers      ① ② ③ ④ ⑤ ○

##### Ability to graph ...

conic sections      ① ② ③ ④ ⑤ ○

functions of various types      ① ② ③ ④ ⑤ ○

##### Ability to solve ...

exponential equations      ① ② ③ ④ ⑤ ○

logarithmic equations      ① ② ③ ④ ⑤ ○

systems of quadratic equations using determinants      ① ② ③ ④ ⑤ ○

sequences and series problems      ① ② ③ ④ ⑤ ○

trigonometric equations      ① ② ③ ④ ⑤ ○



Applicant's Name \_\_\_\_\_

# international student admission application

## Secondary School Math Teacher Reference Form (continued)

### Geometry Concepts

#### Ability to find the unknown side of a right triangle ...

Poor Fair Good Very Good Excellent Not Studied

using the Pythagorean theorem

① ② ③ ④ ⑤ ○

using trigonometry

① ② ③ ④ ⑤ ○

using properties of 45-45-90 and 30-60-90 triangles

① ② ③ ④ ⑤ ○

#### Ability to ...

find unknown angles formed by two parallel lines cut by a transversal

① ② ③ ④ ⑤ ○

prove two triangles congruent (SAS, ASA, SSS, HL, AAS)

① ② ③ ④ ⑤ ○

find unknown angles and chords in a circle using circle theorems

① ② ③ ④ ⑤ ○

find the area and volume of basic geometric shapes

① ② ③ ④ ⑤ ○

#### Overall mathematical ability

① ② ③ ④ ⑤

Please assess the student in these other important areas:

Poor Fair Good Very Good Excellent

Academic ability

① ② ③ ④ ⑤

Initiative

① ② ③ ④ ⑤

Homework

① ② ③ ④ ⑤

Behavior and attitude

① ② ③ ④ ⑤

Peer relationships

① ② ③ ④ ⑤

Respect for authority

① ② ③ ④ ⑤

Emotional stability

① ② ③ ④ ⑤

Attendance

① ② ③ ④ ⑤

Additional comments:

Based on your answers above (check one only):

I recommend without reservation that the above-named student be accepted by the school.

I recommend with some reservation that the above-named student be accepted by the school.

Please explain.

I recommend that the above-named student NOT be accepted by the school.

Math Teacher's Name (please print) \_\_\_\_\_

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

School \_\_\_\_\_

Address \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_



Applicant's Name \_\_\_\_\_

# international student **admission application**

## Reference Forms

### Personal Reference Form

**To be completed by someone who knows the student well. This person should not be a relative;** for example, the reference could be a pastor, a family friend, a coach, a mentor, or another teacher. We highly recommend that you provide a pastoral reference.

**Student**—Give your personal reference this form, along with an e-mail address to send it to or a preaddressed stamped envelope.

**Personal Reference**—The above-named student is applying for admission to a school in another country. The purpose of this form is to help us evaluate this student's ability to function well in a cross-cultural environment. It is crucial that your evaluation be as accurate as possible. Rating a student better than his or her actual ability may result in serious problems for the student and the school. Please fill out the form below accurately and honestly and return the form in the preaddressed, stamped envelope or to the e-mail address provided.

Reference's Name \_\_\_\_\_ Occupation \_\_\_\_\_

Relationship to Student \_\_\_\_\_ How long have you known the student? \_\_\_\_\_

Please explain the context in which you know the student.

Relate a particular incident that illustrates who the student is as a person.



# international student admission application

## Personal Reference Form (continued)

Please rate the student on the following. Select one number per category.

	Poor	Fair	Good	Very Good	Excellent
Ability to express himself or herself	①	②	③	④	⑤
Emotional stability and maturity	①	②	③	④	⑤
Self-reliance and independence	①	②	③	④	⑤
Effectiveness with people	①	②	③	④	⑤
Willingness to take risks	①	②	③	④	⑤
Ability to adapt to new and different circumstances	①	②	③	④	⑤
Respect for authority and established rules	①	②	③	④	⑤
Community involvement	①	②	③	④	⑤
Leadership skills	①	②	③	④	⑤
Cultural awareness	①	②	③	④	⑤
Impression he/she will make abroad	①	②	③	④	⑤

Additional comments regarding any of your answers above:

Please briefly comment about this student's motivation, reason for wanting to participate in this program, potential for success, study habits, and any other information you think will assist us in evaluating this person.

Based on your answers above (check one only):

- I recommend without reservation that the above-named student be accepted by the school.
- I recommend with some reservation that the above-named student be accepted by the school.

Please explain.

- I recommend that the above-named student NOT be accepted by the school.

Name of Personal Reference (please print) \_\_\_\_\_

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

Address \_\_\_\_\_

E-mail \_\_\_\_\_

Phone \_\_\_\_\_