

NORTHWEST CHRISTIAN HIGH SCHOOL
International Student Program
4710 Park Center Avenue NE, Lacey, WA 98516
(360) 491-2966

APPLICATION CHECKLIST

Thank you for your interest in Northwest Christian High School. Our mission is to assist parents in providing a quality education for their children that is distinctly Christian. To help you in the application process, we are providing this checklist so that you can make sure that you complete all the necessary forms.

Step 1: Items necessary to be considered for admission

- | | |
|--|--|
| <input type="checkbox"/> \$100.00 Application Fee | <input type="checkbox"/> Reference Form: Principal |
| <input type="checkbox"/> Student Application | <input type="checkbox"/> Reference Form: Teacher |
| <input type="checkbox"/> Parent Application | <input type="checkbox"/> Parental Agreement |
| <input type="checkbox"/> Official Transcript from previous three years of school | |
| <input type="checkbox"/> Transcript Translation | |

Step 2: Items due upon acceptance

- Certificate of Deposit
- Copy of Passport
- \$600.00 Registration Fee (due upon acceptance)
- School Rules
- Dress Code

Step 3: I-20 will be forwarded to applicant by NCHS

Step 4: Items due 6 weeks prior to arrival at NCHS

- Home Stay Application form (if applicable)
- Health immunization form & Medical Physical
- Copy of medical insurance card
- Power of Attorney Form
- Photo Release Statement
- Flight arrival information

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TUITION & FEES

Application Fee - \$ 100.00 (non refundable)

Registration Fee - \$600.00 (non refundable)

- New Students – due upon acceptance
I-20 will be issued after receipt of all documentation and registration fee
- Returning Students – due April 30th
(Payment of fee holds your place for coming year)

Yearly Tuition - \$13,525.00

Technology Fee - \$75.00

One time only technology fee is due with first tuition payment.

Late Payment Policy

- If payment is more than 14 calendar days late, there will be a late fee of \$500.00.
- If payment is more than 21 days late, the F-1 visa status may be revoked

Host Family Room and Board

- \$800.00 per month includes transportation to and from school, food and hygiene supplies as provided for family, and utilities. Stipend does not include long distance phone calls; calling card and/or private phone line must be purchased separately.
- **Please pay your host family directly by the 1st of the month.** Do **not** send this money to NCHS.

Insurance

Illness/Accident Insurance with **coverage while in the U.S. is REQUIRED** for international students. Please provide proof of insurance. A copy of medical insurance card is sufficient. Information on insurance is available from K & K Consulting Services, at (253) 238-6374. You may also obtain insurance by going to the website at www.betins.com ; look for the "Individual policies" and go to the Patriot Travel Medical Insurance Quote/Buy Online link. Do **not** send this money to NCHS.

Sports Fee

Sports participation fee is \$125.00 per sport. Each student is required to have a "sports physical" within two years of participation. The cost of a physical in the U.S. is approximately \$100.00. Because of this we recommend that students receive a physical in their home country and send a translated copy to us.

Socials and Spending Money

NCHS hosts two semi-formal dinners during the year. Ticket cost is \$25.00 - \$30.00 for each event. Please provide your teen with a reasonable allowance for extras while they are here so they may participate in school events and activities.

SUMMARY OF FEES:

Application Fee	\$ 100.00
Registration Fee	\$ 600.00
Yearly Tuition	\$13,525.00
Host Family Fee	\$ 800.00 month
Technology Fee	\$ 75.00
Sports Fee	\$ 125.00 per sport

I understand and agree to the above Tuition and Fee structure:

Parent Signature: _____ Date: _____

Revised 11/21/2016

Non-Discrimination Policy

Northwest Christian Private Schools; also known as Community Christian Academy and Northwest Christian High School, admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to its students. The school does not discriminate on the basis of race in administration of its educational policies, admissions policies, scholarship and grant programs, and athletic and other school administered programs.

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STUDENT APPLICATION

The prospective student must complete this form by hand in his/her own handwriting.

Name _____ Gender _____ Grade Entering _____

1. Why do you want to come to school here? _____

2. Do you go to church? _____ Where? _____

3. If so, what do you like best about church? _____

4. Will you go to church with your host family? _____

5. What scores (grades) did you receive in school last year? _____

6. What is your best subject? _____ Why? _____

7. Which subject is the most difficult for you? _____ Why? _____

Have you ever failed a subject? _____ What? _____ Describe your favorite teacher and explain why they are your favorite. _____

8. Describe your attendance and tardy records last year. _____

9. Have you ever been suspended and/or expelled from school? _____ If yes, why? _____

10. Do you plan to go on to a university? _____ What careers interest you? _____

11. Do you like to play sports? _____ What sport(s) do you like best? _____

12. What are your hobbies? _____

13. How often do you read? _____ What are the names of the last two books you read? _____
14. What type of music do you like best? _____ What is your favorite CD? _____
15. What are your favorite TV programs? _____
16. How much TV do you watch (average) per day? _____
17. Name the last two movies you have seen. _____

18. How old are your closest friends? _____
19. What do you look for in a friend? _____
20. Do you consider yourself a leader or a follower? _____ Why? _____

21. Have you ever been to the United States? _____ Where? _____
_____ For how long? _____
22. What do you think about the school dress code? _____

23. What causes the most problems for you in your current school? _____

24. Did you receive any help in answering any of the questions? _____ If yes, explain which one(s) and how much. _____
25. Who do you believe God is and what impact does he have on your life? _____

26. Who is Jesus Christ? Do you have a personal relationship with him? _____

27. Why do you want to attend Northwest Christian High School? _____

28. How long have you studied English? _____
29. Do you want to learn more English? Why? _____
30. What are your goals for high school? _____

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PARENT APPLICATION

This application does not ensure enrollment. It gives some information upon which a decision will be based. Northwest Christian High School will make the final decisions concerning student placement based upon all the information provided.

Student: _____

(Given Name) _____ (Surname) _____ (M.I.) _____ (Nickname) _____

Date of Birth ____/____/____ Age: _____

Sex (M/F): _____ Grade entering: _____

List allergies, handicaps, or other pertinent health information: _____

Father: _____

(Last Name) _____ (First Name) _____

Mailing Address: _____

Home Phone: _____ Work Phone: _____

Occupation: _____ Fax: _____

Lives with student: (Y/N) _____ Email: _____

Mother: _____

(Last Name) _____ (First Name) _____

Mailing Address: _____

Home Phone: _____ Work Phone: _____

Occupation: _____ Fax: _____

Lives with student: (Y/N) _____ Email: _____

Would you like us to find a host family for your student? (Y/N) _____

Are you working with a placement agency? _____ Yes _____ No

If yes, please list name, address, fax and phone numbers: _____

List all previous schools your child has attended, beginning with the most recent:

Year	Grade	Name of School	City	Country

Has your child ever been suspended or expelled from school? Yes _____ No _____

If yes, when? _____ Why? _____

Has your child ever tried drugs, alcohol, or tobacco? Yes _____ No _____

If yes, please explain in detail. _____

Are you a Christian? Mother: (Y/N) _____ Father: (Y/N) _____

Name of Church: _____ Member? Yes _____ No _____

How would you rate your child's attitude toward:

(A) God Excellent _____ Good _____ Poor _____

(B) Parents Excellent _____ Good _____ Poor _____

(C) Authority figures Excellent _____ Good _____ Poor _____

(D) Attending this school Excellent _____ Good _____ Poor _____

Explain how your child will be beneficial to Northwest Christian High School. _____

Rate your child in the following:

	Yes	Usually	Sometimes	No
Completes work on time.				
Is honest.				
Is respectful to others.				
Accepts criticism.				
Shows self control.				
Is neat/organized.				
Works hard.				
Follows directions.				
Is courteous.				
Is obedient to authority.				
Is self-disciplined.				
Is physically healthy.				
Is mentally Healthy.				

What are the strengths of your child? _____

What do you see as your child's greatest needs?

Spiritual: _____

Behavioral: _____

Academic: _____

11/21/2016

11/21/2016

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Principal Reference Form

This reference form is to be filled out by the applicant's Principal.

Student: _____
(Given Name) (Surname) (Nickname-optional)

1. How long have you known the applicant? _____
2. How do you know the applicant? _____

3. Has the applicant ever been suspended/expelled from school? Yes ___ No ___ Don't know ___
4. Has the applicant ever used drugs, alcohol, or tobacco? Yes ___ No ___ Don't know ___
If yes, please explain. _____

5. List the student's character and personality strengths. _____

6. List the character or personality weaknesses. Explain. _____

7. Would this student be a positive or negative influence on other students? _____
8. Does the applicant have difficulty with self-discipline in school? Yes ___ No ___ Don't know ___

	Yes	Usually	Sometimes	No
Completes work on time.				
Is honest.				
Is respectful to others.				
Accepts criticism.				
Shows self control.				
Is neat/organized.				
Works hard.				
Follows directions.				
Is courteous.				
Is obedient to authority.				
Is self-disciplined.				
Is healthy.				
Is a leader.				

Additional comments that are important in the consideration of this applicant. (Use additional sheets if necessary)

Name _____ Signature _____

Occupation or Position _____

School _____ Phone _____

Date _____

Official school seal:

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TEACHER REFERENCE FORM

This reference form is to be filled out by an applicant's Teacher.

Student: _____
(Given Name) (Surname) (Nickname)

1. How long have you known the applicant? _____

2. How do you know the applicant? _____

3. Has the applicant ever been suspended or expelled from school? Yes ___ No ___ Don't know ___

4. Has the applicant ever used drugs, alcohol, or tobacco? Yes ___ No ___ Don't know ___

If yes, please explain. _____

5. List the student's character and personality strengths. _____

6. List the character or personality weaknesses. Explain. _____

7. Would this student be a positive or negative influence on the other students? _____

8. Does the applicant have difficulty with self-discipline in school? Yes ___ No ___ Don't know ___

	Yes	Usually	Sometimes	No
Completes work on time.				
Is honest.				
Is respectful to others.				
Accepts criticism.				
Shows self control.				
Is neat/organized.				
Works hard.				
Follows directions.				
Is courteous.				
Is obedient to authority.				
Is self-disciplined.				
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Is a leader.				

Additional comments that are important in the consideration of this applicant. (Use additional sheets if necessary)

Name _____ Signature _____

Occupation or Position _____

School _____ Phone _____

Date _____

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PARENTAL AGREEMENT

1. We agree that the school has full discretion in the placement of our child. Grade placement cannot be guaranteed prior to a student's arrival. Student will receive placement tests prior to class enrollment and we will be notified of the school decision.
2. We understand that if, following a thorough evaluation, it is determined that a student has special needs that cannot be met by our program the school reserves the right to terminate a student's enrollment.
3. The school will make every effort to communicate in a timely fashion with us about any discipline issues that arise in school. We give the school the authority to discipline the student as necessary. Discipline by the school can include the following: detention, in house suspension, out of school suspension and as a last resort expulsion.
4. We understand that NCHS is a private Christian school. As such we understand that the standards of the school do not tolerate profanity, obscenity by word or action, nor disrespect for adults or other persons in authority. Students who persist in undesirable conduct will not be tolerated. We do not permit students to harm others by their negative influence.
5. We understand that international students are not required to be Christians. However, I understand that Bible class and weekly church attendance are required.
6. We agree to pay all tuitions due as explained in **Tuition & Fees**. Tuition must be received prior to beginning each semester. If the payment is more than 21 days late, the F-1 visa status may be revoked.
7. We agree to pay for any damage caused by our student.
8. We give our permission and will encourage our student to take part in all school activities, including those on and off campus. We absolve the school of any liability or injury to our student during these activities. This does not release the school from liability for any gross negligence or recklessness.
9. We will endeavor to work with the faculty and administration to assure that any grievances are resolved appropriately and promptly.

10. We agree to limit our conversations and computer chats with our student to only once per week. This limit is to assist our student in not only making a successful transition but to assure that they have adequate time to study and rest.

WE HAVE READ THE ABOVE PARENTAL AGREEMENT AND FULLY UNDERSTAND AND AGREE TO COMPLY WITH ITS PROVISIONS.

Signature of Father/Guardian _____ Date _____

Signature of Mother/Guardian _____ Date _____

Signature of Student _____ Date _____

It is the mission of Northwest Christian High School to assist the Christian family by providing a Christ-centered, Bible-based education that inspires each student to pursue excellence in moral character, academics, and servant leadership to others.

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SCHOOL RULES

1. Students will behave in a respectful, non-threatening manner on campus and at all NCHS events (play-fighting is not allowed).
2. Students are to be in their seats with their supplies and homework, ready to work when the bell rings to begin the period.
3. Students are not to disrupt classes, harass students, or disrespect teachers.
4. Use of tobacco, drugs and/or alcohol, by students either on or off campus will result in immediate suspension or expulsion.
5. Cell phones and electronic equipment brought on campus must remain in lockers or backpacks, not to be seen or heard, between 8:30 a.m. and 3:30 p.m.
6. Student performance requirements are as follows:
 - a. Students must make up work missed due to absence. Thirteen absences per semester may result in "no credit", and will require class(es) to be retaken when next offered.
 - b. Student absences must be called in by 7:55 a.m. Absences for appointments must be reported to the office upon departure and return to campus.
 - c. Students must attain at least a 'C' in any math class in the second semester in order to advance to the next level. Any grade below a 'C' must be improved in order to be promoted.
7. Eating is allowed in classroom only during breaks and lunch.
8. Students are to speak English only between the hours of 8:30 – 3:30 on school day.

I have read the above school rules, fully understand and agree to comply.

Parent/Guardian Signature

Date

Student Signature

Date

MOTTO: Do what's right because it's right, regardless of the consequences.

Dress Code

The NCHS environment should encourage academic and spiritual growth as well as reflect Christ to Christians and the community at large. It is our desire at NCHS that students live and conduct themselves in a manner pleasing to God. Standards for appearance can be a means of building character in the lives of our students. Careless, immodest, or extreme dress is often accompanied by poor or inappropriate behavior. Students' appearance should be neat, clean, modest, and conducive to a positive consistent Christian witness. All clothing is to be clean, in good repair, not torn nor frayed; clothing should not be overly tight and should fit properly. The following elements of the NCHS dress code are intended to serve as tools in fostering academic excellence and positive character development:

	Boys	Girls
Top	T-shirts, polo shirts, collared shirts, sweatshirts, sweaters. Must be clean and without tears and holes. Must be long enough to cover the midriff front and back, both when the arms are extended overhead and/or when sitting, squatting, or bending over. No inappropriate pictures, slogans, or language. No tank tops.	T-shirts, polo shirts, collared shirts, blouses, sweatshirts, sweaters. Must be clean and without tears and holes. Must be long enough to cover the midriff front and back, both when the arms are extended overhead and/or when sitting, squatting, or bending over. Visible cleavage not permitted. No inappropriate pictures, slogans, or language. No tank tops. Sleeveless tops or cap sleeves must have at minimum a two-inch width (shoulder to neck).
Bottom	Pants, jeans or shorts (no shorter than 2 inches above the knee at any time). Must be clean and have no holes or fraying. No "sagging" pants/shorts. No visible underwear or skin. No jersey sweats or shorts. Athletic warm-ups and shorts permitted.	Pants, jeans, shorts, dresses or skirts. Dresses, skirts and shorts no shorter than 2 inches above the knee at any time. Must be clean and have no holes or fraying. No "sagging" pants/shorts. No visible underwear or skin. No jersey sweats or shorts. Athletic warm-ups and shorts permitted. Sleeveless dresses must have at minimum a two-inch width (shoulder to neck). Visible cleavage not permitted.

Hair/Grooming	Must be neat and clean, top of collared shirt in back, no longer than bottom of ears on the sides, and not in eyes. Facial hair must be neat and well-trimmed. No extreme hair styles or unnatural coloring.	Must be neat and clean. No extreme hair styles or unnatural coloring.
Accessories	No earrings, pierced-body jewelry or visible tattoos. No hats, caps, hoods worn inside buildings during school hours. No sunglasses to be worn in buildings during school hours.	No more than two modest size earrings per ear. No other pierced-body jewelry or visible tattoos. No hats, caps, hoods worn inside buildings during school hours. Makeup in moderation. No sunglasses to be worn in buildings during school hours.
Shoes	Appropriate for the activity. No slippers.	Appropriate for the activity. No slippers.

Formal Dress:

For school-sponsored formal events, girls will be allowed to wear sleeveless or strapless dresses if the dress has the approval of the administration. Undergarments are to remain covered at all times. Dress or skirt length is defined above.

Sporting Events:

Hats, sweat suits or warm-ups may be worn during school-sponsored sporting events. Athletes will be asked by their individual coaches to adhere to a higher standard of dress on game days and when traveling.

Dress Code Enforcement Policy:

- First Offense: The student will be sent to the office to procure appropriate clothing. When available, the student may be given something from the clothes closet or the parent will be called to provide alternative clothing.
- Second Offense: Will be handled as the first offense, plus an after school "work party". Student may also be required to wear designated clothing for 10 days. Parents will be notified.
- Third Offense: In the unlikely event that a third violation occurs, the issue will no longer be considered a dress code violation, but instead as a rebellious and contrary attitude. This will be dealt with in accordance with NCHS behavior standards (Level 2).

Summary: clothing should not be extreme; it should be modest and clean.

Student Signature _____ Date _____

Parent Signature _____ **Date** _____

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PARENT'S LETTER OF INTRODUCTION

In the space below, please type a letter **in English** to the host parents who will share their home with your son or daughter. Describe your child's personality and interests, expectations and relationships. We ask that you be very frank and honest in your letter, and that you comment on your child's strengths and weaknesses. This will be very helpful to us in finding the best host family for your child. Please limit your letter to this page.

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FAMILY ALBUM

_____ Family Album / Family Name

On this sheet please place recent photos (within 2 years) of you and your family and friends. Briefly describe each photo. Write your name clearly on the back of each picture. Please do not use staples, but glue lightly so the pictures can be easily removed. Please feel free to send in more than 2 pictures.

PHOTO RELEASE STATEMENT

Includes, but not limited to: Promotional Video, School promotional pamphlet, or Video-Taped School Activities.

I, the undersigned parent or legal guardian of _____, do hereby give my authorization for the following waiver which is to apply to the named student.

I hereby give Community Christian Academy or Northwest Christian High School, the Producer of the afore named production, all rights of every kind and character whatsoever in and to all work, poses, acts, plays and appearances made by my child for the pamphlets, videotape and/or program, as well as in and to the right to use my child's photographs, either still or moving, for commercial and advertising purposes in connection therewith. I further give said Producers the right to reproduce in any manner whatsoever any recordings made by my child's voice and all instrumental, musical, or other sound effects produced by my child.

Name of Student (print)

Signature of Student

Date

Name of Parent/Legal Guardian (print)

Signature of Parent/Legal Guardian

Date