



**EXCHANGE PROGRAM (F-1) 2017-18**  
**SUMMIT CHRISTIAN ACADEMY - NCE**

8913 N Nettleton Ln.  
 Spokane, WA 99208  
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 Office fax: (509) 467-4942  
 E-mail: [summitacademy@ncek12.com](mailto:summitacademy@ncek12.com)

\_\_\_\_\_ FAMILY Last Name

RE-Enrollment
NEW Enrollment

Grade	Annual Tuition	Activity & Book Fee	Health Insurance	Host Family Boarding Fee
7-8	\$6,000	\$400	\$700	\$5,500
9-12	\$6,600	\$400	\$700	\$5,500

<b>Application Fee</b> (per STUDENT):	\$500 <i>*The enrollment application fee is not refundable.</i>
<b>Hot Lunch Annual Fee</b>	\$450
<b>Transportation Annual Fee</b>	\$450
<b>ESL, AP, or Dual Enrollment Annual Fee</b>	\$500 (or as applicable per number of credits)
<b>Personal Student Account</b>	<i>Recommended minimum per year: \$1,000</i>

**FATHER Information**

LAST Name: \_\_\_\_\_ FIRST Name: \_\_\_\_\_  
 CELL Phone #: \_\_\_\_\_ Include in school alerts & communications:  yes  no  
 E-mail: \_\_\_\_\_ Include in school communications:  yes  no  
 FaceBook Name \_\_\_\_\_ Include in school communications:  yes  no

**MOTHER Information**

LAST Name: \_\_\_\_\_ FIRST Name: \_\_\_\_\_  
 CELL Phone #: \_\_\_\_\_ Include in school alerts & communications:  yes  no  
 E-mail: \_\_\_\_\_ Include in school communications:  yes  no  
 FaceBook Name \_\_\_\_\_ Include in school communications:  yes  no

**HOME Information**

HOME Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

**STUDENT Information**

	FIRST Name	LAST Name	Date of Birth	M/F	Grade in 2017-18	E-mail & Phone Number	Passport Number & Expiration Date	PE T-shirt size (youth: S, M, L adult: S, M, L, XL)	School sweater PRE-ORDER (\$20)	
									Y/N	size

**STUDENT COMMITMENT 7-12 Grades:**

I, \_\_\_\_\_, (additional student) \_\_\_\_\_, agree to abide by the school's standards of conduct, uniform, and other regulations expected of me at Northwest Christian Education and will not give the impression to students, parents, or faculty that I am not in harmony with the goals, aims, and standards. Outside of NCE I will uphold its principals per Handbook Policy.

**Emergency contact:**

First/Last Name	Phone	E-mail	Relationship to child

**I. PREPARE DOCUMENTATION:**

Download the SCA Exchange Student Application packet (<http://www.ncek12.com/exchange-students>), complete, scan, and e-mail to [summitacademy@ncek12.com](mailto:summitacademy@ncek12.com)

1. Be sure to check for completion and obtaining all necessary signatures. Incomplete applications cannot be processed.
2. Provide all documentations that indicate the student’s academic abilities (basic English is required) and school transcripts (translated into English).
3. Provide the certificate of immunization and physical examination signed by the doctor.
4. Include a photocopy of the student’s valid passport.
5. Pay a non-refundable annual application fee of \$500, if applying for one semester, pay \$250 (schedule auto withdrawal or money transfer through Western Union).

**II. ADMISSIONS PROCESS**

The following items are necessary to complete the I-20 process.

1. Copy of the parent’s passport or other legal documents showing the relationship to the student.
2. Read, understand, and agree with SCA policy as indicated in the Exchange Student Guide.
3. Provide at least 5 color photographs (electronic is OK) of the student (family, vacation, sports, hobbies, etc.).
4. Provide a Host Family address, contact information, guardianship Agreement and Consent forms completed by the legal parent(s) or appointed guardian(s).

*\*Applicable if the host family information is available. Otherwise, SCA office will assist with finding a host family.*

5. Once SCA accepts the student and issues the I-20, the student will need to pay the SEVIS I-901 fee (\$200) before applying for a visa, status at a POE, or filing for a change of status. For more information go to <http://www.ice.gov/sevis/students/>

**III. ARRIVAL IN THE UNITED STATES**

1. The Immigration and Naturalization Service form I-20 A-B/ID (Certificate of Eligibility for Nonimmigrant Student Status – for Academic and Language Students) is the student’s proof that they are allowed to study in the United States as an F-1 student. The student takes the I-20 A-B/ID to a United States consulate to obtain a student visa.
2. When the student arrives in the United States, he/she should receive a Form I-94 (Arrival-Departure Record) that will include his/her admission number to the United States. An Immigration Inspector will write this admission number on the USCIS Form I-20 A-B/ID. The Immigration Inspector will then send pages one and two of this form, known as I-20 A-B, to SCA as a record of the student’s legal admission to the United States. The student is expected to keep pages three and four, known as the I-20 ID. The I-20 ID document is the student’s proof that he/she is allowed to study in the United States as an F-1 student. The Form I-94 is to be kept safe by the student since it is the student’s legal proof that he/she entered the United States legally.
3. Within the first 15 days of entering the United States, the student must present to SCA his/her passport, the valid F-1 entry visa stamped in the passport (if necessary), and the USCIS Form I-94. SCA will make photocopies of the documents and update USCIS records.

**SCHOOL EVENT PERMISSION** (please initial):

\_\_\_\_\_ I hereby certify that my child has permission to participate in field trips and other related school events that are part of the school curriculum.

\_\_\_\_\_ I hereby grant permission for NCE to photograph/videotape my son/daughter for school project publication or website.

**CHURCH AFFILIATION:** \_\_\_\_\_ Pastor’s Full Name: \_\_\_\_\_ E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Years of membership \_\_\_\_\_ Church Attendance:  Weekly  Occasionally  Other (please explain) \_\_\_\_\_

Parent Church Participation: \_\_\_\_\_ Child Church participation:  Sunday School  Teens  Choir  Other: \_\_\_\_\_

**Parent 1 Name:** \_\_\_\_\_

**Parent 2 Name:** \_\_\_\_\_

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

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

**NCE OFFICE USE ONLY** Application received by: \_\_\_\_\_ date: \_\_\_\_\_

Registration  Ann/Book Fee  Payment Auth.  Immunizations (New ONLY)  Passport #  All signatures  Other forms attached? Yes \_\_\_ No \_\_\_