



I-20 PROCESS

How do we apply to Mt. Calvary? Applications are available on the school website or in our office – Simply follow the provided instructions. There is no application deadline, but we do encourage you to apply as early as possible. You will receive the Director of International Student's/PDSO decision within 1 business week. If the student has been accepted, you will receive your I-20 at this time. **DO NOT SUBMIT ORIGINAL DOCUMENTS** – *Always provide copies of personal documents.*

What is an I-20 and what do we do when we get it? An I-20 is a U.S. Government document that is needed to apply for the F-1 Student Visa. Once you get the I-20: pay your I-901 fee (website below) and make an appointment at your local US Embassy (website below) to apply for the F-1 Student Visa. *This can be done up to 5 months before the start of school.*

What is an F-1 and what do we do once our student gets their F-1? The F-1 is the "Student Visa". 1. Fax or email a copy of the F-1 to school. 2. Make travel arrangements – NOTIFY SCHOOL OF ARRIVAL DATE. Students are allowed to enter the U.S. 30 days before the start of school, NO EARLIER. Bring I-20 whenever traveling. 3. Submit remaining fees, immunization updates, health form, proof of medical insurance, and meet with the Director of International Students before starting school.

What if my student already has a valid I-20 & F-1? He or she would be a "transfer" student from another U.S. school. Fees are the same. You must finish all documents and fees before the previous school is asked to transfer the I-20 to Mt. Calvary.

What if my student doesn't speak English very well? All international students must speak and understand a good part of the English Language. The students will be assigned to a foreign language program (Rosetta Stone) to help them learn and better their skills. An ESL teacher will work with the students on a pull-out basis, but we do suggest the student gets an after-school tutor.

What about our student's grade level placement? The Principal and EL teacher, along with the Director of International Students, will review the student's grades, and recommendation letter. We will recommend the grade level that they feel is best for your student's success. Most international students choose to repeat the grade they were in back home. This is to enable them to strengthen their English and fulfill grade requirements as well as their level of ability.

Host Families: We do not place the children in homestays. They must be placed with a Guardian Host Family, or family member, that can speak English and is willing to help with the student's educational responsibilities.

How can we see our student's homework, tests, and grades? Mt. Calvary has a wonderful program available to parents, students, and guardians to monitor their students' academic progress. "Gradelink" can be accessed on-line to see student's grades and email teachers.



When is school in session? Our school year starts in August and ends in May. Our students are in class Monday-Friday, 8:00 AM – 3:00 PM. We have an after-school care program for TK-8th graders at an additional cost. We are on break 1 week in November for Thanksgiving, 2 weeks in December for Christmas, 1 week in the spring for Easter, and 11 weeks in the summer. We also have a summer camp program which is also available for our younger children. The students cannot leave school early for vacation or return after the start back time. They must follow the school calendar and only have off the days listed above. See the Academic Calendar for more information.

How do we find out about school news and announcements, holidays, grades, final tests, events, sport schedules, etc.? Please refer to the school website at www.mcladb.org for important school information and to see the school calendar, handbook, etc. You must check this website regularly.

Medical Insurance: Medical Insurance is mandatory for all international students as well as all immunizations must be up to date. We also require a health exam once the student arrives in the U.S.

Where is the school located? Mt. Calvary Church and School is located on 6.75 acres of sloping land in the northern part of Diamond Bar, CA. Diamond Bar covers approximately 15 square miles and is located at the junction of the Orange (57) and Pomona (60) freeways. It is conveniently located at the center of three major market areas: Los Angeles, Orange, and San Bernardino counties. It offers easy access to the beaches, mountain resorts, and tourist attractions. Diamond Bar is central to the entire Los Angeles basin and all that the active Southern California lifestyle incorporates.

The city's vision distinguishes itself as a special community offering an excellent environment in which to live, work, and play. Goals for the city include the following: retention of the rural/country living community character, presentation of viable commercial activity, provision of well-maintained housing, and creation of a community environment.

Important things to remember:

- **Make Embassy Appointment: *As soon as a student is accepted by Mt. Calvary***
- **All paperwork must be filled out completely and accurately.**
- **Once in America please make Dr. appointment for physical, any immunizations needed, and apply for medical insurance.**

Helpful Websites:

*Pay I-901 Fee (after I-20, before Embassy interview)

www.fmjfee.com/i901fee/

*Locate your U.S. Embassy in your home country

www.usembassy.state.gov/

*Wait times for your Embassy interview and General Student/Immigration information

http://travel.state.gov/visa/tempvisitors_wait.php

*Student and Exchange Visitor Program

www.fmjfee.com/index.jhtml

*U.S. Department of State general information

www.travel.state.gov/visa/visa_1750.html

*U.S. Colleges information

www.educationusa.state.gov