



Foreign Student (Non-Immigrant) I-20 Application for the school year 2022-2023

General Information

Provo City School District is happy to welcome and support students seeking entrance from foreign countries, this opportunity provides a cultural experience for both the incoming students as well as our District’s students.

Important Things to Know:

School Dates	August 16, 2022 to May 25, 2023	2nd Semester is from January 3, 2023 to May 25, 2023
Schools	Provo High School (9 th -12 th) Timpview High School (9 th -12 th)	1199 N Lakeshore Dr. Provo UT 84601 3570 N Timpview Dr. Provo UT 84604
No. of Students	30 in Total	Space for Senior is very limited
Per Capita Tuition	\$ 9100.00 Year \$ 4600.00 for one Semester	\$100.00 non-refundable application fee is included
Application Due Date	June 15th, or as soon as filled Seniors is March 31st	2 nd Semester due date is November 18 th No exceptions.
Submit to	Liz M Robles, Principal Designated School Official	280 W 940 N Provo UT 84604 lizm@provo.edu Phone: 801-370-4640 Fax: 801-374-4985
Student Arrival Date to Provo	August 8, 2022 For the full year or 1 st semester	2 nd Semester arrival date Jan 3, 2023.

Applications are accepted on a first come first served basis.

Students should be 17 years or younger as of September 1st of the year intending to enroll in school. Students must also be 14 years or older (high school age).

We will accept a minimum number of seniors capable of graduation, and the remaining number in freshman through junior year per high school. All must demonstrate good academic standing.

Only 12th graders that could meet Utah graduation requirements will be accepted. All others will be denied. 12th graders must attend Aug-May to apply for graduation. We will not consider early graduation for younger students than 12th grade. Please see Graduation requirements for Language Art credit.

Students that have graduated from secondary education in their home country will not be considered for admittance. Students are not allowed to only audit classes.

Students can apply to come for 1st Semester, or a Full Year. If space is available we can consider students for the 2nd Semester. Once we have 30 completed applications, there will be no more considerations.

Acceptance is for ONE (1) year only in a public high school anywhere in the U.S. Students may transfer to a private high school or college from the public high school.

This application request is for an I-20 form and the application fee is \$100.00. This is a non-refundable fee.



The Board shall charge the nonresident child tuition at least equal to the per capita cost of the school program in which the child enrolls. *(See Utah State Code 53G-6-306 (2)). The School Board cannot waive tuition for an F-1 student as per Section 625 of Public Law 104-208 in which Immigration requires F-1 students in the public-school system to pay the per capita cost.*

The full per capita cost of an F-1 visa-seeking student needs to be paid prior to the time an I-20 form is issued. If the student will not be able to attend, a refund can be requested through a written request. A refund will be given within 10 working days.

Applications are available online at provo.edu click DEPARTMENTS, click Student Services, and scroll down to Foreign Admissions.

The student must meet Utah State immunization requirements prior to enrolling. Once the student is in Utah, they must complete a TB test (Tuberculosis test -also known as PPD) and provide results to our office.

It is required that the students arrive 10 days prior to the start of the school allowing them to register for classes and be ready to start on the first day of school.

No Internet classes are allowed.

The student must have major medical insurance coverage while residing in the US with a Host Family.

Please be aware that Provo City School District does not find Host Families.

All Application information is due to the Provo City School District by the given deadlines or until we fill up.

Send questions and a complete applications to

Liz M Robles

280 W 940 N Provo UT 84604

801-374-4838,

Fax 801-374-4985

email: lizm@provo.edu (subject line: Foreign Admission Request)

Requirements

In order to approve a student, the district must receive the following:

- Complete **APPLICATION**
- High School **TRANSCRIPT**(s) translated into English
 - If the student is younger than 15, include 7th, 8th and 9th grade
 - If the student is seeking graduation or to enter in the 12th grade they must submit a transcript for 9th and 10th and current progress report for 11th grade. Please see page 6 for information on Graduation Requirements.
- Must provide proof of English **PROFICIENCY** such as a TOEFL Junior score or other assessment of English, if the scores on the test are not proficient, we will require a school transcript showing their English classes with proficient grades, and a letter from a private English instructor that supports the student's ability to comprehend the English language at a proficient level.

In order to accept a student and prepare the I-20 the district must receive the following:

- Tuition payment
- Copy of **PASSPORT** (this is used to match the I-20 with exact information)
- Copy of a **BIRTH CERTIFICATE**
- Student **IMMUNIZATION** Records
- **SIGNED AGREEMENTS** by Parents and Students and Authorization Release

Upon arrival to Provo City

- Fill out a pre-registration form
- Receive a TB test
- Visit Student Services (bring passport, proof of medical insurance, and any other pending documents)
- Complete registration
- Schedule an appointment with the school's counseling office

In order to enroll a student, the district must receive the following:

- Copy of Passport with Admittance Stamp from the Department of Homeland Security
- A Signed Host Agreement
- An Original Durable **POWER OF ATTORNEY** signed and notarized by the Parent and the Host family
- The student must present proof of **MAJOR MEDICAL COVERAGE**.

In order to enroll a student, the school must receive the following:

- Copy of the Birth Certificate
- Complete Immunization Record
- Proof of Address from Host family
- A copy of the Durable **POWER OF ATTORNEY** signed and notarized by the Parent and the Host family
- Copy of the TB test results
- Updated and Complete Transcript(s) for 12th grade students
- Authorization to enroll from Student Services

Dates to Remember

March 31st - Senior applications deadline.

June 15th - Application period will close for the year unless spots are still open at which time they can be filled with 2nd Semester applications.

August 8th - Students should arrive in Provo City.

August 16th - School begins.

January 3rd - 2nd Semester starts.

May 25, 2023 - School ends.

Please see the School Calendar to know specific holiday breaks.

Financial Items:

- Pay the \$100 non-refundable fee
- Pay the per capita cost
- Pay for any missing immunizations needed to start and continue enrollment (\$18 per vaccinations)
- Pay for a TB test (\$20 dollars)
- Pay additional registration fees at the school (approximately between \$200 - \$400)
- Pay school lunch fees, if desiring school lunch
- The I-901 fee must be paid AFTER the I-20 is received; this is needed for a visa appointment. Visit www.FMJfee.com to set up your appointment (\$350)

Immunizations and TB test:

The student must have all their immunizations to attend school and a TB test done here in Utah. You can visit a private physician or The Utah County Health Department (UCHD) provides immunizations and TB testing. For information about them please visit

<http://www.utahcounty.gov/Dept/Health/immunizations/index.asp>

Major Medical Insurance Coverage:

It is required that the student have Major Medical Insurance Coverage while residing in the United States. Purchase an insurance plan AFTER you have received your Visa and show proof when you arrive to Provo City School District for approval to enroll. Here are some insurance contacts that are familiar at insuring students from International Admissions these are only suggestions, you can find your own as well.

- Wiseman Insurance - Local Provo Contact - (Craig Wiseman)
801-377-3060 * craig@wisemaninsurance.com www.wisemaninsurance.com
- International Student Insurance, an Envisage International Company
904.758.4391 ext. 104 (Jennifer Frankel)
jfrankel@InternationalStudentInsurance.com * www.InternationalStudentInsurance.com
- CISI Cultural Insurance Services/International
800-303-8120, ext. 5088
www.mycisi.com
- ISO, Student Health Insurance
800-244-1180 * email: mailbox@isoa.org
www.isoa.org

School Enrollment:

Host family will receive information to be able to enroll the student in school, make sure they have the following:

- Copy of the Birth Certificate
- Copy of the Immunization Record
- Copy of Proof of Address - from the Host family
- Proof of taking a TB test in Utah

Traveling Home during the Holiday Breaks:

Students wanting to return home for the holidays must have their Travel Endorsement page signed by the Designated School Office if they will be returning to continue the school year. The Travel Endorsement is found in the back page of the I-20. This does not extend their stay more than the one year allowed in the public schools. Failure to have the I-20 signed may prevent an entry into the States. Please contact the Student Services Office to have your Travel Endorsement signed.

End of the Year/Semester Items:

- **Transferring out** (Private school/College/University, etc.)

At the completion of the applied period if the student is working towards a transfer, the student must notify the Student Services Office- Foreign Admissions School Official to process a transfer. Any requests sent to the High School will only delay the process.

- **Transcript**

A transcript is the official document that has the record of the grades and credit acquired in the classes. Provo City School District will retain a copy of the record for 20 years after the class year graduates. Parents and the students may request a copy of the transcript personally or through a transcript request form. Once the student turns 18, FERPA laws require that only the student requests a transcript. Please contact the Student Services office for more details.

Public Law

From: Public law 104-208, Omnibus Authorization Bill for the Commerce, State and Justice departments, signed into law on September 30, 1996. The bill contained provisions entitled the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA). Provisions dealing with foreign students in public schools follow:

SEC. 625. FOREIGN STUDENTS.

(a) Limitations--

(1) In general -- Section 214 (8 U.S.C. 1184) is amended by adding at the end the following new subsection:

“(1)(1) An alien may not be accorded status as a nonimmigrant under section 101(a)(15)(F)(i) in order to pursue a course of study--

“(A) at a public elementary school or in a publicly funded adult education program; or

“(B) at a public secondary school unless--

“(i) the aggregate period of such status at such a school does not exceed 12 months with respect to any alien, and

“(ii) the alien demonstrates that the alien has reimbursed the local educational agency that administers the school for the full, unsubsidized per capita cost of providing education at such school for the period of the alien’s attendance.

“(2) An alien who obtains the status of a nonimmigrant under section 101(a)(15)(F)(i) in order to pursue a course of study at a private elementary or secondary school or in a language training program that is not publicly funded shall be considered to have violated such status and the alien’s visa under section 101(a)(15)(F) shall be void, if the alien terminates or abandons such course of study at such a school and undertakes a course of study at a public elementary school in a publicly funded adult education program, in a publicly funded adult education language training program or at a public secondary school (unless the requirements of paragraph (1)(B) are met).”

(2) Conforming amendment, -- Section 101 (a)(15)(F) (8 U.S.C. 1101(a)(15)(F)) is amended by inserting “consistent with section 214(1)” after “such a course of study”

(b) Reference to New Ground of Exclusion for Student Visa Abusers. -- For addition of ground of inadmissibility for certain nonimmigrant student abusers, see section 347.

(c) Effective Date. -- The amendments made by subsection (a) shall apply to individuals who obtain the status of a nonimmigrant under section 101(a)(15)(F) of the Immigration and Nationality Act after the end of the 60-day period beginning on the date of the enactment of this Act, including aliens whose status as such a nonimmigrant is extended after the end of such period.

Information for Graduating Seniors

Because of the time and resources demand, we place both a cap and early application deadline on students seeking graduation. Both the cap and deadline may be adjusted from one year to the next according to the resources available in our schools.

In addition, there are also very strict requirements for students seeking graduation. Failure to meet any portion or deadlines associated with the application will result in instant disqualification of the student's application for entrance.

We will not consider an early graduation for any student that is not in 12th grade.

Only students with an equivalent to 24 yearlong credits earned at the end of their year-long school experience in Provo City School District will be eligible for potential graduation.

Students can earn a maximum of 8 credits in one year of attendance in our High Schools. See the table on the next page.

Credit Evaluation from Non-Accredited Institutions

Provo City School District shall establish a Credit Evaluation Committee to evaluate ALL requests for credit from foreign institutions. The District committee shall evaluate request according to the following criteria:

Credit Evaluation Committee findings will be based on each of the following forms of evidence:

- a. Course title and description
- b. List of instructional material used
- c. Student achievements (progress)
- d. Formative evaluations (sample)
- e. Summative evaluations (sample)
- f. Correlation of course objectives with the core standards for Utah public schools as outlined by the Utah State Board of Education
- g. Course length and student attendance
- h. Number of days the class met
- i. Normal class length
- j. Number of classes attended by the student
- k. Grading criteria used
- l. Teacher name, qualifications, certifications, endorsements, etc.
- m. Course requirements for credit (representative sample of student work)
- n. Copy of student records

Please note that a Senior seeking graduation will need to submit all the information required in order to receive credit for their course work done from 9th through 11th grade to apply and be accepted into Provo City School District.

Credit Explanation

Credit Type	Amount	
English Language Arts	4.0	Students coming from a non-English speaking country may receive up to 1.0 full credit towards the English/Language Arts Credit for native language classes taken in their country of origin. This means students will be responsible to take up to 3.0 full credits of English/Language Arts Credit in their one year in high school. This requirement means students may need/want to seek alternative, additional credit through correspondence, or online options. English-as-Second-Language (ESL) courses may not meet this requirement.
Math	3.0	For Classes Beginning in the 2018-19 school year: Successful completion of Secondary Mathematics I, II, and III or higher. Students who successfully complete Calculus have met graduation requirements regardless of the number of credits they have taken.
Science	3.0	2 Credits (from the four science foundation areas; Earth Systems, Biological Science, Chemistry, or Physics). 1 Credit (from the foundation courses, the applied or advanced science core)
U.S. History	1.0	
Geography	.5	
Civilization (World)	.5	
U.S. Government & Citizenship	.5	
Social Studies Elective	.5	
Financial Literacy	.5	
Fine Art	1.5	
CTE	1.0	Career and Technical/Vocational Education
Digital Studies	.5	
Health	.5	
Physical Education	1.5	
Elective	5.5	Choice Classes
Civics Exam		Student must receive a passing score on the state's Civics Exam
Total	24.0	

As an incoming Senior you should have 16.0 credits or more to qualify. If the student cannot meet the Utah graduation qualifications the application will be denied.

Please visit the link below for a list of Utah State requirements as per the Utah State Board of Education
<https://www.schools.utah.gov/curr/graduationrequirements?mid=1014&tid=2>

Instructions

STEP 1: Please submit the following to be APPROVED (submit on or after Feb. 1st)

- A complete APPLICATION page
- A High School TRANSCRIPT(S) in English (9th graders need to include 7th and 8th grades)
- Proof of English-Speaking PROFICIENCY

If the application is approved, a letter of acceptance will be sent via email indicating payment is due. The letter will provide you with payment options and information for wire transfers.

STEP 2: Please submit the following to PREPARE the I-20 (prior to June 15th)

- Tuition Payment
- A Copy of the student's PASSPORT
- A copy of the BIRTH CERTIFICATE
- A complete student IMMUNIZATION record or medical shot record
- A signed PARENT AND STUDENT AGREEMENT
- A signed and notarized POWER OF ATTORNEY by parents

Once payment is made and verified, the I-20 will be issued along with a letter of payment verification.

The student is required to have the ORIGINAL I-20 when applying for the F-1 visa. These papers can be mailed to you via regular mail or if you are working with a 3rd party agent or acquaintance and have signed a Release Authorization (page 11), they can pick up the I-20 for a faster delivery.

If the F-1 visa is denied or the student changes their mind, the student can receive a refund of the amount paid, less the \$100 application fee. The student or legal guardian must request the refund in writing indicating to whom/how or where to send the refund. If the student is working through an agency from the beginning, the agency may request the refund on their behalf.

STEP 3: Applying for a Visa

A student can apply for a visa up to 120 days prior to the date listed on the I-20 form. The student can come to the U.S. up to 30 days prior to the date on the I-20 form. The student needs to provide the American Consultant information that you have finances to be in the United States and that you plan on returning home after school period. The student will be expected to interview in English.

STEP 4: Submit the following to Student Services (Should be submitted once student arrives)

- A signed HOST AGREEMENT
- A signed and notarized POWER OF ATTORNEY by host parent(s)
- MAJOR MEDICAL COVERAGE

All requirements must be completed and met; otherwise, the student may not be able to enroll.

Host parents may have their portion of the Durable Power of Attorney notarized in the Student Services Office at no cost during regular business hours.

For General Information visit: StudyintheStates.dhs.gov/SEVIS



Today's Date: _____
School Year Requesting: _____

Application

This information is used to create the I-20. Please fill it out clearly and completely

STUDENT'S INFORMATION

First/given name _____ Middle _____

Last/surname(s): _____ AKA (Nickname) _____

Date of Birth: Month _____/Day _____/Year _____ Gender Female Male

Country of Birth: _____ Country of Citizenship: _____

Student's contact information while in Provo City School District

Email: _____

Cell Phone: _____ Other _____

Grade level student is seeking to enter while in the US: 9th 10th 11th 12th

School the student is seeking to enroll at: Provo High Timpview High

Length of time the student is seeking to stay: SEMESTER LONG YEAR LONG

FOR SENIORS / 12TH GRADERS ONLY

I am seeking enrollment, as a 12th grader with the intent to graduate from Provo City School District. I will be attending as a full-time student for one school year, from August to May. I will provide a translated copy of my entire/complete high school transcript(s) upon arrival, and I will meet all the requirements for a 24 credits Utah High Diploma by the end of my school year

Student's Signature

Date

PARENT'S INFORMATION - this is to who and where the I-20 will be mailed

Name(s): _____

Complete Mailing Address: _____

City _____ Province/Territory: _____

Country: _____ Postal Code: _____ Address: _____

Is the Home Address the same: Yes No? if not, please give the home address:

Email: _____

HOST PARENT INFORMATION (REQUIRED)

Name(s): _____

Relation to the student? _____

Address _____ City _____ Zip _____

Phone _____ Email: _____



STUDENT AGREEMENT

I, _____ commit myself to the following:

- To physically attend school full time, be on time, & to achieve at the level of which I am capable. (No full time Internet classes that replace the regular classes will be allowed).
- To accept and keep the requirements and standards of the school that I will attend.
- To abide by Local, State and Federal laws.
- To remain in the home and under the authority of the host family.
- I understand that any violation of these commitments may terminate my opportunity to attend at Provo School District and my student visa may be revoked, and require that I need to return home.

Student's Signature

Date

PARENT AGREEMENT

As parents of the above-named student, we agree to the following:

- That my student will be placed in a home of a responsible adult who resides in the Provo City.
- That the financial assistance necessary for the student's enrollment in Provo City School District will be provided such the non-Utah resident tuition (per capita cost), any and all school fees, and all school meals as acquired by my student.
- That the student will be returning to our custody at our expense should he/she be unable to adjust and perform in the School District, not follow school policy and rules, or violate the law.
- We have granted to the host family, through a signed Power of Attorney the legal rights to provide medical care and treatment for our student.

Parent's Signature

Date

Parent's Signature

Date

If your family/student will be working with a 3rd party (an agency and/or an acquaintance) to process the application, please fill out and sign the following:

RELEASE AUTHORIZATION

Name of the Agency and or Individual: _____

Contact Information: (phone, email) _____

I hereby authorize Provo City School District to release information in my student records. I understand that the recipient of the record(s) will use said documents(s) for legitimate interests only and that the information contained therein shall not be further transferred or communicated to any other part or agency without my expressed written consent.

PARENT'S Signature

Date



Host Family Agreement

Dear Host Family,

Please read through the following items so that you may be familiar with the agreements signed by both the parents and the student you will soon be hosting.

Parents agree to the following:

- That my student will be placed in the home of a responsible adult who resides in the Provo City.
- That the financial assistance necessary for the student’s enrollment in Provo City School District will be provided such as all school fees & non-Utah resident tuition.
- That the student will be returning to our custody at our expense should he/she be unable to adjust and perform in the School District, not follow school policy and rules, or violate the law.
- We have granted to the host family, through a signed Power of Attorney the legal rights to provide medical care and treatment for our student.

Student commits to the following:

- To physically attend school full time, be on time, & to achieve at the level of which I am capable. (No full time Internet classes allowed).
- To accept and keep the requirements and standards of the school that I will attend.
- To abide by Local, State and Federal laws.
- To remain in the home and under the authority of the host family.
- I understand that any violation of these commitments may terminate my opportunity to attend at Provo School District and my student visa may be revoked, and require that I need to return home.

Please read through the agreement below, which discusses the Host portion, and submit it to the Student Services Office. Please keep a copy of this agreement with contact information. Should you have any questions or concerns, please feel free to contact our office Monday - Friday between 8:00 am to 5:00pm. Liz M Robles 801-370-4640/Lauren Schoenwald 801-374-4802
280 W 940 N Provo UT 84604 801-374-4838

We (I), _____

Sponsor(s) of _____ do hereby accept,

- The responsibility of providing a home
- Provide responsible adult control
- Provide guidance while said student is living in our home and attending the Provo City School District.
- We acknowledge that we have legal rights to provide medical care and treatment for the said student through a completed Durable Power of Attorney,
- We further agree to notify the school and parents if said student should move out of our home,
- We agree to notify the school and parents if the student fails to keep the standards of home and/or, fail to attend school, fail to comply with school, or violate State and/or Federal requirements.
- We agree to the payment of any and all school fees related to the above-mentioned student if not covered by the student’s family through a completed Durable Power of Attorney.
- We agree to assist the school and the student in achieving a successful school experience.
- We agree to do the withdrawal process at the school of enrollment upon completion of the program or early termination of the stay of the student.

Host Parent Signature	Date	Host Parent Signature	Date
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DURABLE POWER OF ATTORNEY (Under U.C.A. § 53A-2-201) (Complete all the parts in red)

The undersigned Grantor(s) is the custodial parent(s) or legal guardian(s) of

(Name of the student) _____
a minor child ("student"). Pursuant to Subsection 53A-2-201 (3), Utah Code 1995, Grantor(s) hereby designates

(Host parents' name(s)) _____,

living at (complete US address) _____

as the Custodian(s) of the Student, and grants to said Custodian(s) a Durable Power of Attorney with full authority to take any appropriate action in the interest of the Student, including authorization for education or medical services. Such action shall have the same force and effect, and shall bind the undersigned Grantor(s), their heirs and assigns, to the same degree as would have been the case had the action been taken by the Grantor(s).

Grantor(s) agrees to assume full responsibility for payment of any fees or other charges relating to the Student's education in Provo City School District. The Durable Power of Attorney shall not be affected by the disability of the principal and shall remain in effect until the earliest of the following:

- a. The Student reaches the age of 18, marries, or is emancipated;
- b. The following date: _____;
- c. This Durable Power of Attorney is revoked or rendered inoperative by the Grantor(s), the Custodian(s), or a court of law.

THIS POWER OF ATTORNEY DOES NOT CONFER LEGAL GUARDIANSHIP

GRANTOR (S) - PARENT(S):

SIGNATURE (parent)

SIGNATURE (parent)

State of _____
County of _____

On this _____ day _____, 20____, personally appeared before me _____
notary public, personally appeared

_____ proved to me on the basis of
satisfactory evidence to be the person whose name is subscribed to this instrument, and acknowledged that he/she/they signed it
voluntary for its stated purpose.

NOTARY PUBLIC _____
MY COMMISSION EXPIRES _____

=====
CUSTODIAN(S)- HOST FAMILY:

The undersigned, whose relationship to the Student is, _____ accepts the designation as

Custodian(s) of Student: _____
and agrees to take all action necessary for the health and welfare of the student, including authorization for educational or medical services and full cooperation with the public school district where the Student may be enrolled. The undersigned also agrees to assume responsibility for any fees or other charges relating to the Student's education in the district and, if application is made for fee waivers, will provide all financial information requested by the district for purposes of determining eligibility for fee waivers.

SIGNATURE (host parent)

SIGNATURE (host parent)

State of _____
County of _____

On this _____ day _____, 20____, personally appeared before me _____
notary public, personally appeared

_____ proved to me on the basis
of satisfactory evidence to be the person whose name is subscribed to this instrument, and acknowledged that he/she/they signed it
voluntary for its stated purpose.

NOTARY PUBLIC _____
MY COMMISSION EXPIRES _____