



Foreign Student (Non-Immigrant) I-20 Application for the school year 2024-2025

General Information

Provo City School District is excited 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 13, 2024 to May 23, 2025	2nd Semester Starts 1/06/25 to May 23, 2025
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 Provo City School District	Space for Senior is limited
Per Capita Tuition	\$ 10,100.00 Year \$ 5100.00 for one Semester	\$100.00 non-refundable application fee is included
Application Due Date	June 7th, 2024 or as soon as filled Seniors is March 31, 2024	2 nd Semester due date is November 15 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
Student Arrival Date to Provo	August 1, 2024 For the full year or 1 st semester	2 nd Semester arrival date Jan 6 th , 2025.

Applications are accepted on a first come first served basis.

Student should be 17 years or younger as of September 1st of the year intending to enroll in school. Student 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 freshmen 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 the 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 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 <http://www.provo.edu> click Community Essentials, under 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, visit the Health Department at 151 S University Ave. in Provo to know if they must complete a TB test (Tuberculosis test -also known as PPD) and provide results to the school.

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.

Send questions and complete applications to
Liz M Robles
280 W 940 N Provo UT 84604
801-374-4838,
email:
internationaladmissions@provo.edu
and 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 preregistration forms found at grades.provo.edu
- Receive a TB test if needed at the Utah county health department
- Visit with Student Services to submit paperwork
- Complete registration with the school
- 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 if needed
- Updated and Complete Transcript(s) for 12th grade students
- Authorization letter to enroll from Student Services

Dates to Remember

Feb 1st - New application will be issued and posted in our website. Application window begins.

March 31st - Senior applications deadline.

June 7th - Application period will close for the year unless spots are still open at which time, they can be filled with 2nd Semester applications.

August 1st - Student should arrive to Provo City.

August 13th - School begins.

January 6th - 2nd Semester starts.

May 23rd, 2025 - School ends.

Please see the School Calendar to know 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 \$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

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 more information about immunization contact the school nurse at joanc@provo.edu or visit <http://www.utahcounty.gov/Dept/Health/immunizations/index.asp>

Major Medical Insurance Coverage:

Major Medical Insurance Coverage is required while residing in the United States with a Host Family. 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 or
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
- Photo ID

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 requires 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 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	Classes Through 2018-19: Successful completion of Algebra 1, Geometry, and Algebra 2 or higher. Algebra 2 may be replaced with a course from the Applied or Advanced approved course list. Classes Beginning in 2018-19: 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 or 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	You should have 16.0 credits or more to qualify

If Utah graduation qualifications are not met, 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/resources/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 a 3rd party can pick them up. To help speed up the process we can email a copy of the I-20 upon request.

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 indication 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 in 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 the school period. The student will be expected to interview in English.

Please visit the following link to request an Embassy Appointment: <http://usembassy.state.gov>

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

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

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

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



Today's Date: _____



Application - This form may be submitted online scanning this code

This information is used to create the I-20. Please fill 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: _____

Email address: _____

School year: 24-25 upcoming

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

School to enroll at: Provo High School Timpview High School

Length of time to stay: SEMESTER LONG YEAR LONG

FOR SENIORS / 12TH GRADERS ONLY

- I am seeking enrollment, as a 12th grader with the intent to graduate
- I will be attending as a full-time student for one school year from Aug to May
- I will send a translated copy of my entire/complete high school transcript(s)
- I will meet all the requirements for a 24 credits Utah High Diploma at the end of my school year

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: _____
Email _____

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

HOST PARENT INFORMATION

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

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

That my student will be placed in the home of a responsible adult who preferably 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

RELEASE AUTHORIZATION

If your student will be working with an Agency/Individual to process the application, provide the following:

The name of the Agency/Individual: _____

Contact Information: _____

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

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 _____