

SECC International Student GUIDELINES

Statement of Philosophy

- To expand the Kingdom of God by sharing Christ-centered academics to international students.
- To expand the cultural enrichment for both local and international students.

Mandatory/Required

1. Applicants must fill out the local school's required registration forms.
2. Applicants must be registered I-20 students and have appropriate visa.
3. Applicants must fill out the SECC Foreign Student Application. *If a school has its own form that requires all the same information that is on the SECC application, the applicant does not have to complete the SECC Foreign Student Application.*
4. Applicants must provide required health records.
5. Applicants must be assessed for academic and English proficiency prior to the start of school. Students must have a high English proficiency score if the school does not offer an ESL program.
6. Once accepted, all international students must understand and agree to follow school regulations, the bulletin, and live in harmony with the school's Christian principles.
7. All host guardians (and any other adults living in the home) provided by an agency or recommended by the school must be fingerprinted and have the required background check.
8. All students must have proof of health insurance and/or buy into a school recommended insurance for accident and health (ISM policy or equivalent).
9. The financial ability of the parent to handle tuition, fees, books, and housing must be verified.
10. Tuition must be paid in full in advance and is non-refundable unless a visa is denied. Schools may choose to require tuition in advance by semester or the whole school year.
11. Agents and/or the companies they represent must have references checked. Any contract with an agent/agency must be reviewed and approved by SECC legal, and the office of education.

Ideally/Recommended

1. The number of I-20 students should not exceed 20% of the school's 9-12 enrollment as well as no more than 2-3 I-20 students per class/classroom in grades K-8. Accepting international students in any grade lower than 6th is not recommended unless they are living with a parent.
2. An ESL program (curriculum and textbooks) is recommended and if in place, should be reported on the Secondary Credit Review.
3. Continual assessment and benchmarks should be established and in place to determine the student's readiness to be mainstreamed.
4. If the school has an ESL teacher, they should be TESOL certified or have the appropriate endorsement.
5. For secondary students an Introduction to Christianity class should be considered for first year ESL students and will fulfill their religion credit requirements for that year. The 9th grade Encounter Bible Curriculum may be used for this class.

6. A faculty orientation or in-service for best practices in teaching ESL/ELL students and cultural understanding is recommended.
7. I-20 students have the option of finding their own housing through an agent. However, the school may hire their own housing coordinator or use an agency. If the school is involved in housing it is recommended that the I-20 students be placed in SDA homes if at all possible.
8. Students should be placed in homes where English is the prominent language spoken.
9. The school's budget should be balanced without the income of the international students unless a small percentage is approved by the local school finance committee/board and office of education (at the least the budget must balance outside of the income that exceeds the regular tuition).