

ORANGE COUNTY PUBLIC SCHOOLS

INTERNATIONAL STUDENT ADMISSION APPLICATION School Year: 2023-2024

IMPORTANT INFORMATION:

- Per the International Customs Enforcement (ICE), public schools can issue an I-20 for <u>one</u> year only and it is non-renewable.
- The student must be under the age of 18 and has not completed secondary school (has not graduated). I-20's are for high school students only (grades 9-12).
- Seniors can only enroll for first semester or an academic year (no second semester enrollment).
- Satisfactory progress, appropriate behavior as per the School Board of Orange County Code of student Conduct and full time enrollment is required at all times.
- The F-1 non-immigrant student is allowed to take only 1 class through an on-line or distance learning program along with a full high school schedule.
 - Deadlines for application:
 - > May 8 July 13th, 2023 for August registration (1st semester) **no exceptions**
 - > November 1 December 15th, 2023 for January registration (2nd semester) **no exceptions**

The applicant must follow the steps below and present all required documentation in person to our office for eligibility:

Steps:

- 1. Family makes an appointment by calling Miriam Solis at (407) 317- 3700 ext. 202-2123 or emailing her at Miriam. Solis@ocps.net.
- 2. Required documents for your appointment:
- Completed OCPS International Student Admission Application provided on the last page (**must be typed**)
- Birth Certificate of the student and copy of passport
- Educational Records: Official translated transcript with the last three school years completed and an active year transcript with courses in progress
- If student will be residing with someone other than the parent, an Educational Guardianship is required and can be obtained at the time of your I-20 appointment, there is no need for a separate appointment Please refer to the following site for requirements:

 https://www.ocps.net/departments/student_enrollment/guardianship
- 3. At the appointment, the family provides fee and required documents stated on step 2. Payment must be a **Cashier's check from a U.S. bank** (NO PERSONAL CHECKS) made payable to Orange County Public Schools in the amount of:
 - > Full Year- \$11,129.00 U.S. Dollars
 - > Semester- \$5,565.00 U.S. Dollars



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- 4. Staff completes the on-line I-20 form
- 5. Staff submits the I-20 electronically to ICE
- 6. If the student is approved, please present the following documents to the school at the time of registration:
 - Copy of I-20
 - Educational Guardianship (if applicable)
 - Registration documents required

Refunds:

The family may request reimbursement if the student has a denial of the F1/student visa or does not attend school. The family must request reimbursement of the I-20 fee by submitting a written request with the following information:

- Mailing address
- Student name
- Copy of denial letter

Travel outside the States

If a student wishes to travel while attending school, they must have their I-20 Travel Endorsement signed by a School Designated Official. Make an appointment by calling Miriam Solis at (407) 317-3700 ext. 202-2123.

Students Transferring Out:

Any student requesting their I-20 transferred out to another educational institution must submit a written request stating the following information:

- Name of institution
- SEVIS ID of institution
- Name of student
- SEVIS ID of student
- Date for transfer



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INTERNATIONAL STUDENT ADMISSION APPLICATION

School Year: 2023-2024

Name of Student:					
	(Last)	(First)	(Middle)	_	
		Gender:		Student's Age:	
Month	/ Day / Year				
City & Country of Birth:		Country of Citizenship:			
Student's Primary language:		Student's profic	Student's proficiency in English: Good Poor		
School attended Last Yea	r:				
Application Term: F	ull Year 🗌 Semester 1/A	August-January 🗌 Ser	nester 2/January-J	lune	
Has the student receive	d a high school diploma	? 🗌 Yes 📗 No	Grade Level Ente	ering:	
Relationship to Student	: Parent	Guardian			
Parent/Guardian Name	:		_		
	(Person student will be resi	iding with in Orange County	(Email A	Address)	
Local Address:					
(Numbe	r) (Street I	Name)	(A	Apt. #)	
(City)	(State)	(ZIP)	(Pho	one #)	
Foreign Address:					
(Num	ber) (Street I	(Street Name)		(Apt. #)	
(City)	(Province/Territo	ry) (Country)	(P	Postal Code)	
Signatu		Date			
	For	Office Use Only			
Orange County school a	ttendance zone:				
Signed:		Date:			
The student is expected	to report from:		to:		
oracion to expedice		(Date)	(Date)	
Amount Paid:	Receipt Number	r:SEVI	S ID #:		
Student Number:		Enrollment Date:			