



## *International Student Admission Procedures*

### STEP I

1. Contact our Admissions Adviser and speak with them about the admissions process for international students. 770-921-3224
2. In accordance with the regular admission procedures of Killian Hill Christian School, students are not allowed to repeat a grade if they have been promoted from that grade by their previous school. Additionally, KHCS has specific age limits for each grade, and applications are not accepted if the applicant's age falls outside of the grade's specified age limits.

### STEP II

1. Once you have spoken with Admissions Adviser please follow steps 4 -10 on the admissions page.
2. Once steps 4 – 10 have been completed you will need to set up an I-20 meeting with the Head of School in order to pay the tuition and receive the I-20 form. The family will provide documentation of financial ability to pay tuition and related expenses.
3. Tuition is expected to be paid in full annually.

### STEP III

1. Before your student can start the upcoming year, you must set up a FACTS account. FACTS is the company that the school partners with to collect tuition and any other fees that are incurred at the school throughout the year. Every student, regardless that they have paid in full, has to set up a FACTS account during the enrollment process. Your student may not start school without having set up a FACTS account.
2. Before your student can start the upcoming year they must purchase and show proof of a personal student accident insurance policy.
3. Before your student can start the upcoming year they must provide the school a photocopy of their SEVIS payment receipt.

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Parent/Guardian Signature

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Date

Killian Hill Christian School admits students of any race, color, and national or ethnic origin.