Application Procedure

Step 1 - Submit Completed Application, Required Items, and Fees

The Application Form is available on our website or from any of the admissions counselors via email or hard-copy. It must be submitted along with all required items, including:

- 1. *Completed Application Form (with Signature)
- 2. *Photocopy of passport information page
- 3. *Official original transcripts, sealed with English translation, from all grades completed
- 4. *Application fee
- 5. Photocopy of immunization record and report of health examination, completed by a physician
- 6. completed affidavit and parents' authorization (if student will not live with natural parents in the US)
- 7. Two (2) letters of recommendation
- 8. Affidavit of financial support or statement to show proof that the student has sufficient financial resources to pay for tuition and living expenses for one year
- 9. Transfer request form (if student is transferring from another school)

Step 2 - Interview

After your application and all required items are submitted, an admissions counselor will contact you to schedule an interview. The interview may be conducted by phone if the student is not local.

Step 3 - Acceptance and Payment Notice

If the student is admitted to California University Preparatory School, an admissions counselor will send you a notice of acceptance and a payment notice for the following:

- Application Fee
- Tuition Fee
- ➤ SEVIS I-901 Fee

For detailed information about school fees, please refer to Cal U Prep School Fee Schedule

The SEVIS I-901 Fee, the Application Fee, Cal U Prep School service fee, and the Delivery Fee are each non-refundable under any circumstances. Students holding a visa and attempting to change their visa status to Nonimmigrant Alien Students Status will not receive any refund, even if the change of status is denied. The tuition is partially refundable ONLY to a first-time Nonimmigrant Alien Students applicant living outside the United States and ONLY if the student is denied on Nonimmigrant Alien Students visa by the U. S Government. In the case of any "force majeure", all fees paid to California University Preparatory School are not refundable.

Step 4 - Enrollment Package

When all required payments are received in full, your admissions counselor will send you a letter of acceptance and Nonimmigrant Alien Students Form necessary to obtain a Nonimmigrant Alien Students visa to enter the United States.

Step 5 - Visa Interview

It is the student or agent's responsibility to schedule a visa interview with the U.S. consulate in his/her home country. The most accurate information for the visa interview process can be found through the U.S. consulate in your home country.

*Please note this application is for both soon-to-be enrolled and previously enrolled students.

*The application only needs to be filled out once at the beginning of a student's Cal U Prep School career.

Email: admissions@caluprep.com
Tel: 626-964-9655 Fax: 626-913-3919
18760 E. Colima Road, Rowland Heights, CA 91748 U.S.A.



Application

Student Information

Legal Name of Student: Family Name First Name Middle Name Other Name Date of Birth: MM/ DD/ YYYY City and country of Birth: City Country Passport Number: Country of Citizenship: When do you plan to enroll? MM/ DD/ YYYY Have you ever lived in the United States? ☐ NO ☐ YES If so, How long? What is/are your native language(s)? What is your legal status in the United States? ☐ F-1 International Student U S. Citizen ☐ L-2/E-2/H-4 student ☐ F-1 Transfer Student U. S. Permanent Resident ☐ Other: Whom does the student plan to live with during his/her time at California Univ. Prep. School? (Please check all that apply) ☐ Mother ☐ Father ☐ Stepmother ☐ Stepfather ☐ Relatives If the student will not live with any of the above, the student must stay with one of following. Please select one: ☐ Parent-appointed guardian (caregiver authorization form must be signed) ☐ Host Family arranged by California University Preparatory School (Homestay application form must be filled out and is available upon request)



Student's Educational Information

Please list all of the schools attended in the past three years:

1.	
School Name	Country
Highest Grade Completed	Reason for leaving
2.	
School Name	Country
Highest Grade Completed	Reason for leaving
3.	
School Name	Country
Highest Grade Completed	Reason for leaving
Has the student ever repeated a grade?	□ NO □ YES If so, Please explain:
Has the student ever skipped a grade?	NO YES If so, Please explain:
Has the student ever been suspended or e	expelled? NO YES If so, Please explain:
	issues, or concerns, academic, social, health-related, or
otherwise that the school should be aware	of? ☐ NO ☐ YES If so, Please explain:



Parent Information

Parents are:	」Separated □ Divo	orced U Widowed	☐ Single	
Family Name	First Name	Middle Name	Other N	ame
Home Address:				
Street Name and Number		Apt.	Floor	
Street Name and Number		Αρι.	11001	
District/City	State/Province	Postal Code	Country	
Home Phone:		Fax:		
Work Phone:		Cell:		
Email:				
Business Name:				
Occupation:				
Company Address:				
Street Name and Number		Apt.	Floor	
District/City	State/Province	Postal Code	Country	
Father				
Family Name	First Name	Middle Name	e Other N	ame
Home Address:				
Street Name and Number		Apt.	Floor	
District/City	State/Province	Postal Code	Country	
District/City	State/Province	Postal Code	Country	
Home Phone:		Fax:		
Work Phone:		Cell:		
Email:				
Business Name:				
Occupation:				
Company Address:			1	
Street Name and Number		Apt.	Floor	
				_
District/City	State/Province	Postal Code	Country	

Agreement and Authorization

This agreement and authorization serve as a fundamental understanding of California University Preparatory School's policies and regulations. It must be signed by a parent (or a guardian) and students to complete the enrollment process. Please read the following statements carefully and completely, and complete all fields as necessary.

Tuition and Fees Statement

The student's application will not be processed until all required items are received, including application fee. These fees are **nonrefundable**, even if the student is not admitted to California University Preparatory School.

Upon acceptance, a Nonimmigrant Alien Students Form will not be issued until all additional fees are received in full, including all of the following. *For detailed information about school fees, please refer to Cal U Prep School Fee Schedule

- Application Fee
- Tuition Fee
- SEVIS I-901 fee

The SEVIS I-901 fee, the Cal U Prep School service fee, and the delivery fee are each non-refundable under any circumstances. Student transferring from another American school to Cal U Prep School will not receive a refund under any circumstance. Students holding a visa and attempting to change their visa status to F-1 will not receive any refund, even if the change of status is denied. The enrollment fee, academic fee, activities and field trip fee and tuition are refundable ONLY to a first-time (at California University Preparatory School) Nonimmigrant Alien Students applicant living outside the United States and ONLY if the student is denied on Nonimmigrant Alien Students visa by the U. S Government. The fee refund will be processed ONLY If the student surrenders to California University Preparatory School (1) the original Nonimmigrant Alien Students form, (2) the U.S. Government's rejection letter, and (3) a copy of the passport page(s) containing application stamp(s)from the U.S. government. The beneficiary will allow 60 days for the refund to be processed.

No part of the tuition or fees will be refunded if the student fails to start school as scheduled or if the student is expelled, withdraws, or is suspended during the school year. Furthermore, in the case of any "force majeure" event it is materially hampered in the performance of its obligations or its normal business operation are delayed or become impossible or commercially impracticable: acts of God, catastrophe, labor disagreement, acts of government, its agencies or officers, an order, regulation, ruling or action of any labor union or association of employees affecting California University Preparatory School or the industry in which it is engaged, delays in the delivery of materials or supplies or any other cause beyond California University Preparatory School are not refundable.

Photograph Usage Release Agreement

The parent and student authorize and irrevocably grant California University Preparatory School and its associates, affiliates, appointed advertising agencies and designated directors, officers, agents, employees, and customers, permission to use photographs and likenesses of myself in all forms of media, for any and all promotional purpose including advertising, publicity, display, commercial, or editorial use.

Emergency Medical/Dental Care Consent

By signing this agreement, the parent represents and warrants that he/she is the parent or guardian responsible for the care and welfare of the student named above. The parent represents and warrants that said student has a comprehensive policy of insurance for all expenses related to illnesses and injuries. California University Preparatory School requires that all students be covered by accidental injury and illness insurance.

The parent hereby agrees to allow the child to fully participate in all activities organized by California University Preparatory School, including field trips, sports, community service, and others. The parent and child waive all claims against the California University Preparatory School, leaders of the activities and the officers, agents, representatives, authorized caregivers, and host families of California University Preparatory School arising out of participation in such activities.

The parent hereby authorizes the School, its officers, agents, employees, volunteers, caregivers, host families, and any emergency service agency as well as any physician, dentist, or paramedic associated with them to give whatever care, in their professional opinion, is necessary for said student's health and safety while enrolled at California University Preparatory School. The school is hereby authorized to administer first aid and over-the-counter medications unless I have otherwise directed medication.

The parent hereby accepts full responsibility for any costs incurred in providing medical care to the student and agrees to hold the school, its officers, agents, employees, volunteers, caregivers, and host families harmless. The parent agrees to pay or reimburse the school for all expenses in connection with the above.

The parent hereby waives all claims against the school, its officers, agents, employees, volunteers, caregivers, and host families for any and all accidents, illness, injury, or death occurring at the school or during any and all of its activities, including field trips, sports, community service, and any other activities organized by the school.

All declarations in this Agreement are true and correct until revoked by written notification to California University Preparatory School.

Consent for Going Off-Campus

California University Preparatory School allows 11th-12th grade students to leave campus to have lunch on their own under certain circumstances. California University Preparatory School is not responsible for the students' safety or conduct if they leave the school property at any time during school hours and therefore; California University Preparatory School will not cover any losses, injuries or damages caused by or resulting from a student being off campus In addition, California University Preparatory School does not assume any responsibility if a student enters his/her own car or another student's car at any time. If any California University Preparatory School Policy is not upheld the student may lose this privilege and other disciplinary consequences may be imposed. It is important that the student has his/her identification with him/her at all times.

It is my request that student be allowed to leave campus during the open lunch period. I agree and accept full responsibility for any off-campus activity and understand that it may be revoked and other consequences imposed if my student does not adhere California University Preparatory School policies.

By signing your name you indicate that you agree and consent to the policy above.

Consent for California University Preparatory School Field trips

I, the legal guardian/parent of student agree to allow the said student to participate in any school-sponsored fieldtrips. I also agree to release and indemnify California University Preparatory School. I from all claims of injury or loss to the student (asserted either by me or the student) arising from the student's participation in any trips.

By signing your name you indicate that you agree and consent to the statement above.

Student Handbook

All students will receive a **Student Handbook**. All students MUST read and follow the handbook. Not following the handbook will result suspension, expulsion, and losing student status. *If the students do not follow the handbook, further actions or a contract will be put in force.*

By signing below, I indicate that I have read, understand, and accept all of the terms and conditions written in this application. This Agreement expresses the complete understanding of the parties. The parent/guardian indicated below has the legal right to consent to and does consent to all of the terms and conditions listed in all parts of this Agreement.

Grade Placement Agreement

All official transcripts from middle school to the most recent high school submitted with the application are final. Any transcripts submitted afterwards with different grades or classes will not be accepted. If the student is currently taking classes at another school, he/she must provide California University Preparatory School I with a written list of these ongoing classes upon submitting the application.

It is **mandatory** for each incoming student to take a Math and English placement test prior to enrollment. Test dates are available in the Administrative Office. **California University Preparatory School will designate the student's grade level based on the test results in conjunction with the student transcripts and the University of California A-G required course list.** Based on the results of the placement test, the student may be placed in a lower grade level than what he/she may have completed prior to **California University Preparatory School**.

If the student is unable to demonstrate basic English proficiency based on the English placement test, he/she will be required to take ELD courses. ELD courses are part of the regular course load and may be taken for credit as electives.

Students are not allowed to take the placement test if official transcripts from middle school to the last completed grade are not received by the Administrative Office. No classes will be scheduled until the placement test is completed. Failure to take the placement test will result in delayed enrollment.

California University Preparatory School **requires** students to take the TOEFL (iBT) test within two months of enrollment. TOEFL (iBT) is a test of English proficiency for international students and public/private universities require it.

Currently, the University of California (UC) system requires a minimum of 81 for admission; the California State University (CSU) system requires a minimum of 61for admission; and the two-year junior or Community College (CC) system requires a minimum of 45 for admission. Additional private schools such as Stanford generally range from 80 to 105.

In order for an ELD student to transition into the mainstream curriculum for the following semester, the student must obtain a minimum TOEFL (iBT) score of 35 if he/she is in 9th grade, 40 if he/she is in 10th grade, and 45 if he/she is in 11th grade.

Seniors are expected to graduate from California University Preparatory School with a minimum TOEFL (iBT) score of 61.After official TOEFL (iBT) scores are received; parents or caregivers may meet with the Academic Office to discuss the student's English proficiency and academic goals.

Enrollment in California University Preparatory School does not guarantee conferral of a diploma. The student must pass all courses with a grade of 70% (C) or above, based on the University of California A-G required course list. The student must also adhere to all other rules and regulations and fulfill all requirements for graduation from Cal U Prep School.

Statement of Truth My signature below certifies that the information provided in all parts of this application is true and correct to the best of my knowledge

If I am admitted, I agree to cooperate with Cideals and regulations of California Universit	alifornia Uni	versity Preparatory School officials and condu		,	
\square By checking the box, I acknowledge th	at I have re	ead, understood, and agree with the above	terms and ir	nformation.	
Electronic (Digital) Signatures. A signed of	copy of this	rill be an electronic representation of my s Amendment or any other ancillary agreer all be deemed to have the same legal effec cillary agreement for all purposes.	nent transmi	tted by facsimile,	
Name of Student (Print):		Signature (Sign)		Date	
	_		1		

Signature (Sign)

Date

Name of Parent or Guardian (Print):



Medical and Health Statement

Student's Name:
Please complete the following as fully and accurately as possible. Please check ☐ if any of these conditions exist. Please provide details in the space provided.
This will NOT affect the consideration of your student's application.
☐ Present medical treatments
☐ Allergies or reactions to medication
☐ Serious physical impairment or illness
☐ Physical handicaps
☐ Restrictions on physical activity or participation in sports
☐ Restrictions on diet (food or drink)
☐ Vision deficiency
☐ Hearing deficiency
☐ Other

Immunization Record and Health Examination Report

Please have a physician complete the attached Report of Immunization for School Entry. Please also submit a photocopy of immunization records for the following vaccines and tests, with each dose dated.

- Polio
- DTP (Diphtheria, Tetanus, Pertussis)
- MMR (Measles, Mumps, Rubella)
- Hepatitis B
- Varicella (Chickenpox)
- TB skin test result
- Written evidence of chest X-ray (if TB test result is positive)

Department of Health Care Services Child Health and Disability Prevention (CHDP) Program

State of California—Health and Human Services Agency

REPORT OF HEALTH EXAMINATION FOR SCHOOL ENTRY

To protect the health of children, California law requires a health examination on school entry. Please have this report filled out by a health examiner and return it to the school. The school will keep and maintain it as confidential information.

IMMUNIZATION RECORD Note to Examiner: Please give the family a completed or updated yellow California I Note to School: Please record immunization dates on the blue California School Immunization only) MMR (measies, mumps, and rubella) HIB MENINICITIS (Haemophilus Influenzae B) (Required for child care/preschool only) OTHER (e.g., TB Test, if indicated) OTHER (e.g., TB Test, if indicated) OTHER AINER (optional) And RELEASE OF HEALTH INFORMATION I give permission for the health examiner to share the check-up with the school as explained in Part III. Dease check this box if you do not want the health examiner Signature of parent or guardian Name, address, and telephone number of health examiner	PART I TO BE FILLED OUT BY A PARENT OR GUARDIAN	RENT OR GUAR	DIAN					
TO BE FILLED OUT BY HEALTH EXAMINER EXAMINATION II lasts and evaluations except the blood lead test of more after the child is 4 years and 3 months of age. Sulfed TESTS/EVALUATIONS Island Seasonment and rest if indicated in the more into school program activities. ADDITIONAL INFORMATION FROM HEALTH EXAMINER (optional) and solid activity are: (please explain) To BE FILLED OUT BY HEALTH EXAMINER (optional) and solid a	CHILD'S NAME—Last	First		Middle		BIRTH DATE—Month/Day/Year	nth/Day/Year	
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And the state of t		TH EXAMINER		-				
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N thith N N N N N N N N N	NOTE: All tests and evaluations except the blo must be done after the child is 4 years and 3 m	ood lead test lonths of age.	Note to Examiner: Please gi	ive the family a completed or in a single or in the single of the single	updated yellow California blue Califomia School In	Immunization Reconumunization Recon	ord. d (PM 286).	
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and if	Health History	1 1	VAC	CINE	-	1 Third	Fourth	Fifth
and it is a sa	Physical Examination	, ,	POLIO (OPV or IPV)					
and leich le	Dental Assessment	/ /	DtaP/DTP/DT/Td (diphtheria	a, tetanus, and [acellular]				
School of it is the man of the ma	Nutritional Assessment	, ,	pertussis) OR (tetanus and or	diphtheria only)				
mad od iii iii lee	Developmental Assessment	/ /	MMR (measles, mumps, and	d rubella)				
g g i g e	Vision Screening	1 1	HIB MENINGITIS (Haemopt	nilus Influenzae B)				
0 ± 1	Audiometric (hearing) Screening	1 1	(Required for child care/pres	school only)				
od :	TB Risk Assessment and Test, if indicated	1 1	HEPATITIS B					
	Blood Test (for anemia)		VARICELLA (Chickenpox)					
	Urine Test	/ /	(vodiousile)					
	Blood Lead Test	, ,	OTHER (e.g., TB Test, if inc	dicated)				
<u> </u>	Other		OTHER		*			
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	RESULTS AND RECOMMENDATIONS		g 	jive permission for the heal eck-up with the school as expl	th examiner to share thained in Part III.	he additional infol	mation about	the health
4	Fill out if patient or guardian has signed the release	e of health informat		Please check this box if you	to not want the health ex	caminer to fill out P	art III.	
	Examination shows no condition of concern to s	school program act	vities.					
Signature of parent or guardian Name, address, and telephone number of health examiner Signature of health examiner	☐ Conditions found in the examination or after fur physical activity are: (please explain)	rther evaluation tha	t are of importance to schooling or					
Name, address, and telephone number of health examiner Signature of health examiner				Signature of parent or guardian			Date	
Signature of health examiner			Na	me, address, and telephone n	umber of health examine	-6		
Signature of health examiner								
Signature of health examiner								
Signature of health examiner								
				Signature of health examiner			Date	

If your child is unable to get the school health check-up, call the Child Health and Disability Prevention (CHDP) Program in your local health department. If you do not want your child to have a health check-up, you may sign the waiver form (PM 171 B) found at your child's school. CHDP website: www.dhcs.ca.gov/services/ch

PM 171 A (09/07) (Bilingual)