

Principal
Dr. Marvin J. Effa, Th.M.,D. Min.
Assist. Principal
Mr. Alan Winchester



3300 W. Parker Road
Plano, Texas 75075
Telephone: 972-596-5811
Facsimile: 972-596-5814

K4 - 12th ● Fully accredited in ACTS ● Recognized by TEPSAC ● Member of TANS

Dear Prospective Foreign Student:

Thank you for considering Bethany Christian School. The information in this letter may be helpful as you begin the immigration process. I will be your DSO (Designated School Official); you may write to me at: Bethany.Christian@verizon.net. It will be necessary for us to establish regular communication so that I can provide you with the most recent governmental information.

The following steps outline the process for obtaining the necessary documentation for entering and living in the United States as a student enrolled at Bethany Christian School:

1. Complete the Application for Nonimmigrant I-20 Form for Bethany:
Complete and return to me an **Application for Nonimmigrant I-20 Form for Bethany** which is available at <http://www.planochristianschool.com/forms/NonimmRegForm.pdf>
At this time we must determine the student's study program's starting and ending dates. These dates must be determined before we can enroll a student.
2. Tentative Approval:
We will review your application and, if necessary, correspond with you to determine if Bethany would be a good school for you to attend. It generally takes no longer than one week for us to rule on a **Application for Nonimmigrant I-20 Form for Bethany**.
3. Demonstration of financial ability:
After we have tentatively accepted you as a student, we are required by the government to verify that you have adequate financial ability to pay the costs of your education and living expenses. Please refer to **Nonimmigrant Student Schedule of Fees**. You must provide proof to us that you have adequate finances to pay for your educational and living costs while in the U.S. A scanned bank statement that shows the student has adequate funds is sufficient. You must estimate the student's total living expenses during their study term. Typically this is \$500 US per month if they are staying with a relative or friend of the family.
4. Initial Form I-20:
At this point we will ask you to pay the nonrefundable SEVIS fee. We can send you an electronic invoice and you may pay the fee through PayPal. Once the fee is paid we will complete the Initial Form I-20. We will mail you a signed copy of the Initial Form I-20. A letter on Bethany Christian School letterhead stating that the student has been enrolled and has adequate funds to meet tuition and living expenses will be provided to you. This will help you in your visa application, should you need a visa.
5. F-1 visa (if necessary):
Not all students need an F-1 visa. Check to see if your country is visa exempt. If it is not, you must pay the SEVIS I-901 fee prior to obtaining a student visa. You will need to provide proof that you have paid the SEVIS I-901 fee at your POE (Point of Entry) into the United States. You must apply for a student visa at the U.S. Consulate or embassy.
6. You must pay all fees due to the government for your entrance and stay within this country.

7. Point of Entry Documentation:
You may enter the United States 30 days prior to your program start date. You should present the following at your Point of Entry:
 - The Form I-20 provided by Bethany Christian School and signed by me, your DSO.
 - A valid visa containing our SEVIS ID and school name as the one you will be attending (some countries are visa exempt).
 - Financial documentation as evidence of ability to pay tuition and living expenses.
 - A valid passport.
 - Proof of payment of the SEVIS I-901 fee.
8. The student must immediately report to my office upon arrival in the United States so that I can update your SEVIS record and make school copies of Form I-20, visa, passport, Form I-94, and other required documentation. Upon the student's arrival on our campus we will provide you with a list of federal government regulations that the student must follow in order to maintain your nonimmigrant F-1 status. Failure to follow these governmental regulations may result in your immediate departure from the country.
9. The student will be required to pay the Registration Fee, Curriculum Fee, Annual Tuition Fee, Spiritual Emphasis Trip Fee and ESL Surcharge, if applicable, once they arrive on the Bethany Campus. These fees may also be paid through PayPal. ESL needs will be determined after meeting the teaching staff.

We look forward to having you study with us at Bethany Christian School, and we trust that your time here will be a rich blessing to both you and your family. Our prayers will be with you as you seek to come to the United States of America.

Sincerely,

Dr. Marvin J. Effa

Marvin J. Effa, Th. M., D. Min.,
Principal