



# HEIGHTS CHRISTIAN SCHOOLS

## TUITION AND FEE SCHEDULE | 2024-2025

### INTERNATIONAL STUDENT

HCS-BLUEFIELD | HCS-BREA | HCS-LA MIRADA | HCS-RAMONA

#### ACADEMIC PROGRAM

APPLICATION FEE:	\$750	Due with Application; Non-refundable
ANNUAL REGISTRATION FEE:	\$500	Due each school year; Non-refundable
ANNUAL TUITION—TK-4 <sup>TH</sup> GRADE:	\$18,379	Due In-full; Non-refundable
ANNUAL TUITION—5 <sup>TH</sup> -8 <sup>TH</sup> GRADE	\$21,509	Due In-full; Non-refundable

#### ACADEMIC CALENDAR

- ◆ **1<sup>st</sup> Semester:** early September to late January
- ◆ **2<sup>nd</sup> Semester:** late January to early June
- ◆ **Summer Break:** June, July, August

During summer break, day camp is available at all three of our elementary schools. Day camp is open to all children in the community who are *entering* grades K-7<sup>th</sup> for a separate fee.

#### APPLICATION AND REGISTRATION INFORMATION

- ◆ The **Application Fee** is due at the time of application and is non-refundable. This fee includes processing the application, issuing the Form I-20, and one-time testing for student placement. The application will not be processed until all paperwork is turned in.
- ◆ The **Registration Fee** is an annual fee due each new school year, regardless of what time of year the student enrolled. The registration fee is due with the tuition payment and is non-refundable.
- ◆ The **Registration Fee** includes textbook usage, consumable supplies, office records, supplemental student accident insurance, standardized testing, and yearbook.

#### TUITION INFORMATION

- ◆ Tuition is an annual fee.
- ◆ Tuition is due in-full and is non-refundable.
- ◆ Tuition and all other payments are due in U.S. currency.
- ◆ Heights Christian Schools partner with Finalsity to provide secure and convenient payment processing options.
- ◆ ***Auto Pay is required for all HCS family accounts. All tuition payments and incidental fees will be automatically drafted from the preferred payment method on the invoice due date.***
- ◆ **Your account must remain current. All Payments are due on the invoice due date** (daycare, extra-curricular activity fees, fines, etc.). Payments received after the invoice due date will be assessed a late fee of \$25 per occurrence. Report cards will be held until your account is made current.
- ◆ A service charge of \$30 will be assessed for each returned payment.

#### I-20 INFORMATION

- ◆ Our school is authorized under Federal law to enroll non-immigrant International Students. International Students must submit all required documents to our school prior to us issuing the I-20. Once all documents are turned in, please allow the school office two days to process.

## EXTENDED DAYCARE PROGRAM

### BREA (TK-4) | LA MIRADA (TK-4) | BLUEFIELD (5-8)

	TIME	YEARLY
Morning	6:30AM–8:00AM (TK-4)	\$1,019.00
	6:30AM–7:30AM (5-8)	
Afternoon	3:00PM–4:30PM	\$1,299.00
Late Afternoon	3:00PM–6:00PM	\$1,659.00
Combined	6:30AM–6:00PM	\$2,469.00

### RAMONA (TK-8)

	TIME	YEARLY
Morning	6:30AM–7:30AM	\$1,019.00
Afternoon	2:30PM–4:30PM	\$1,299.00
Late Afternoon	2:30PM–6:00PM	\$1,659.00
Combined	6:30AM–6:00PM	\$2,469.00

## HOLIDAY & EMERGENCY DAYCARE

<b>HOLIDAY DAYCARE:</b> (ELEMENTARY/INTERMEDIATE ONLY)	<b>\$15.00</b> PER DAY Martin Luther King’s Birthday, Veteran’s Day, Teacher In-Service days, Teacher Conference days, half-days, Easter Break, Christmas Break (first week).
<b>EMERGENCY DAYCARE*:</b>	<b>\$5.00</b> PER HOUR <i>*Available only during Extended Daycare hours.</i>

## EXTENDED DAYCARE INFORMATION

- ◆ Payments for daycare are due on the invoice due date; late fees will apply.
- ◆ A charge of \$1 per minute per child is charged for students picked up after 6:00PM.
- ◆ Participation in Extended Daycare is a privilege. Violation of any of the conditions of school enrollment may result in a student being refused the use of the Extended Daycare program.

## HOLIDAY DAYCARE INFORMATION

- ◆ Elementary students enrolled in **Combined** Extended Daycare will receive Holiday Daycare at no extra charge, except for Easter Break and Christmas Break (first week), which are an additional fee.
- ◆ All campuses and school offices are closed on the following holidays: Presidents’ Day, Good Friday, Memorial Day, Labor Day, Thanksgiving (Thursday and Friday), and Christmas break (second week). There is no Holiday Daycare available on these days.



**WE ACCEPT VISA, MASTERCARD, DISCOVER, AND AMERICAN EXPRESS**

Heights Christian Schools partner with Finalsite  
to provide secure and convenient payment processing options.

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**Non-Discrimination Policy:** Heights Christian Schools admit students of any race, color, national or ethnic origin to all rights, privileges, programs, and activities generally accorded to and/or available to students at school.



# HEIGHTS CHRISTIAN SCHOOLS

## INTERNATIONAL STUDENT PROCESS

Student Name: \_\_\_\_\_ Grade Enrolling: \_\_\_\_\_ School Year: \_\_\_\_\_  
Program Start Date: \_\_\_\_\_ Program End Date: \_\_\_\_\_

### STEP 1: APPLY TO OUR SCHOOL

- Complete Online Application  
Visit: [HeightsChristianSchools.org/Admissions/Apply](https://HeightsChristianSchools.org/Admissions/Apply)
- Choose Campus
- Pay Online Application Fee (non-refundable)

### STEP 2: SUBMIT DOCUMENT COPIES TO SCHOOL OFFICE:

- Passport Copy
- Birth Certificate (Translated & Certified)  
*Must include student name, birth date, and birthplace. Name on Birth Certificate must match name on Passport.*
- Immunization Record (Translated & Certified)  
*Student must be up to date.*
- School Transcript (Translated & Certified)  
*Must be most recent year.*
- Host Identification (Person the student will live with)  
*Driver's License, passport, or permanent resident card*
- Host Proof of Residency  
*Place where the student will be living while in United States.*
- Utility bill showing name and address of Host
- Copy of I-20 from previous school (if applicable)

### STEP 3: SCHOOL TO ISSUE I-20

After the above items are submitted, the school will input the student information into SEVIS (the government system) and will then print out and sign the I-20. Please allow 2 days for the school to process the I-20. The school can either mail the I-20 to you, or you can have someone pick-up the I-20 in the school office.

### STEP 4: APPLY FOR STUDENT VISA

The student will use the I-20 to apply for a Student Visa through the U.S. Embassy.

### STEP 5: REGISTER ONLINE

Once the I-20 is successfully issued, Student Visa is successfully issued, and all required documents have been submitted to the school office, you may complete Online Registration.

- Complete Online Registration
- Submit Online Tuition Agreement (Paid in Full)  
Choose Plan: **International Student Payment Plan**
- Pay Online Enrollment Fee
- Complete Supplemental Registration Documents  
*Received from school via email.*

### STEP 6: ENTER THE COUNTRY

-The student can enter the country up to 30 DAYS before their scheduled program start date.  
-When entering the country, the student will show their Passport, Student Visa, and signed I-20 at the port of entry.  
-At the port of entry, an official will stamp the I-20. The official will also issue and stamp an I-94 Departure Record for the student to keep while in the country.

### STEP 7: REPORT TO SCHOOL

The student must report to the office on the first day of school, and bring the following items on the first day:

- I-20 Copy (Stamped at Port of Entry)
- Student Visa Copy (Stamped at Port of Entry)
- Emergency Card (School Form)
- All Supplemental Registration Documents

After the student reports to the school office with the above items, the office will make copies of the items, and then "activate" the I-20. **THE STUDENT IS NOW OFFICIALLY ENROLLED.**

- If the student enters the country but does not report to the school within 30 DAYS, the school must "Terminate" the I-20, and the student will have 15 DAYS to leave the country.
- If the student has not yet entered the country, and the start date has not yet passed, the student can call the office and request to "Defer the Start Date" to a later date.
- If the student does not enter the country by the program start date nor contact the school, the school will "Cancel" the I-20.

### STEP 8: MAINTAIN STATUS

To maintain status, the student must continue to attend class, and notify the school within 10 DAYS of any of the following:

- Change of address or phone number
  - Plans to withdraw, transfer, or change Visa status
  - Plans to travel outside the U.S.
- If school is not notified, the I-20 could be "Terminated."

### STEP 9: PROGRAM END DATE/CLOSE RECORD

When the student reaches their program end date (and does not re-enroll or transfer), the student I-20 record will automatically close after 60 days. The student has a 60 DAY grace period in which to leave the country after their program end date.



# HEIGHTS CHRISTIAN SCHOOLS

## INTERNATIONAL STUDENT ENGLISH ACQUISITION

International Students will learn English through immersion at school. Students are required to speak English at all times while at school and are encouraged to speak English at home.

During the first semester of school, emphasis will be placed on vocabulary development and language acquisition. During this time, students whom the school has determined would benefit from English tutoring will be required to enroll in some type of after-school English tutoring program. English tutoring programs are offered by various organizations throughout the community.

During the second semester of school, most International Students will be able to focus primarily on academics. By this time, it is expected that the student will have acquired enough English to receive regular classroom instruction and participate in class work, homework, and assessments.

The student's grades will be modified to reflect achievement with respect to their vocabulary development and additional content and skills appropriate for the student's proficiency in English.

### RESOURCES

PRINCETON ACADEMY-ENGLISH TUTORING SERVICES

14836 Beach Blvd

La Mirada, CA 90638

Phone: 714-670-8702