



Eagles Abroad Program

Dear ASFM Parent,

We are happy to guide you and your child through the Eagles Study Abroad program.

The Eagles Abroad program is intended for students who excel at ASFM and want to have the experience of going abroad. This program is based on our mantra of "Take responsibility, Meet expectations, and Go beyond."

The criteria for the Eagles Abroad program have been updated; please read the new requirements carefully before applying.

This program has two types of *leave*, one with scholarship and one without:

1. Temporary Leave With Scholarship: Merit-based with a scholarship of 70%. This is available for 30 students.
 - a. Limited to one school year with a guaranteed space upon return.
2. Temporary Leave Without Scholarship: Paying 100% of ASFM's tuition.
 - a. Limited to one school year with a guaranteed space upon return.

*** These criteria and fees may be revised at any time by the Board of Directors and the ASFM Administration.**

No Temporary Leave applications will be reviewed after the October 30, 2026 deadline.

ASFM Eagles Abroad Program

1. A permission of absence is granted for up to one school year.
2. If a student wishes to return to ASFM during the school year, the Admissions Office must be contacted to coordinate the return.
3. The student must attend the same grade level that they would have attended at ASFM. For example, if a child completes Grade 7 in June and starts at a new school, they must officially be registered as a Grade 8 **(or equivalent)** student during their leave.
4. Since ASFM can only hold a spot for one school year, the student must provide written proof of a passing grade in all courses taken abroad.
5. It will be required for the student to submit their final transcript and report card from their studies to the Registrar's Office (karla.bichara@asfm.edu.mx) before the first day of school in August.
Returning students will not be able to make their schedules without providing their transcript/report cards.

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1. Application process:

1. Read the packet carefully to make sure you are aware of important dates and information.
2. Sign the parent consent form electronically on the application form and submit.
3. You will receive an email confirming the submission.
4. An email with the result of the process will be sent on November 20, 2026.
5. At the end of the school year you will receive a document meant to confirm your decision to take the Temporary Leave. You will need to fill out pertinent information and turn in the document at the Admissions Office.
6. Upon your return, bring transcripts/report cards or ask the school to send them to [Ms. Karla Bichara](#), and validate studies abroad with Secretaría de Educación.

2. Things to consider

- **Students applying for Temporary Leave scholarships must have a previous school year GPA of 3.6 or above and no failing courses by Oct. 30th, 2026.**
- If the student is not granted a Temporary Leave scholarship but still wants to study abroad, they must have a minimum grade of 3.0 in all of their subjects and go without a scholarship.
- **Financial Requirements:** ASFM cannot guarantee participation in the Eagles Abroad program if the family has an outstanding balance in the family account after June 30th. Timely tuition payments are mandatory from the time of application through the completion of the program. Delays exceeding two installments may:
 - Negatively impact the application process.
 - Result in automatic withdrawal from the program if already abroad.

3. If you have children in Elementary and you have to leave the city, please email the [Admissions](#) department (admissions@asfm.edu.mx) for information on the requirements for approval.

4. Temporary Leave With Scholarship process for MSHS

- Limited space (30 scholarships available for the entire program each school year)
- Scholarships cover 70% of monthly tuition during the student's time abroad
- Students keep their space at ASFM

To be considered for the scholarship, students must meet all of the following requirements:

1. **Academic Achievement**
 - Previous school year GPA of **3.6 or higher**.
 - Current year progress reports showing a minimum grade of **3 or above** in all academic courses.

2. Learning Behaviors

- Consistently demonstrates **Committed Learner** and **Respectful Learner** standards.

3. Attendance

- Meets school **attendance requirements** with no significant concerns.

4. Conduct

- No **moderate or severe disciplinary infractions** on record during the current school year. Students approved for Temporary Leave while holding a scholarship must continue to meet GPA, attendance, and behavior requirements. Failure to do so may result in the loss of the scholarship.

Students who wish to go abroad and do not meet these requirements will have to withdraw and apply again if they want to return to ASFM.

5. Criteria for Temporary Leave With Scholarship:

Temporary Leave scholarships are awarded to the applicants with the most points. Points are awarded depending on the student's GPA, attendance, behavior and participation in extracurricular activities. Each student's application is reviewed and considered by the Eagles Abroad Committee.

1. Take responsibility:

ASFM believes attendance is essential to academic success. Therefore, students who exceed the threshold of 6 absences or tardies per semester are not eligible for temporary leave with a scholarship.

2. Meet expectations:

GPA	POINTS AWARDED
3.8 +	8
3.6 - 3.7	6
3.4 - 3.5	4
3.2-3.3	2

COMMITTED AND RESPECTFUL LEARNER	POINTS AWARDED
3.8 +	8
3.6 - 3.7	6
3.4 - 3.5	4
3.2 3.3	2

*The grades reviewed will be the previous school year GPA and those in PowerSchool on the cutoff day of October 30th, 2026.

3. Go Beyond

ACTIVITIES AT ASFM	POINTS AWARDED
1 ACTIVITY	2
2 ACTIVITIES	4

*Students must actively participate in the ASFM activity mentioned in their application (sports, clubs, community service etc.)

6. Temporary Leave Without Scholarship:

- Pay 100 % of the tuition; students keep their space at ASFM
- Granted for 1 school year only

7. Criteria for Temporary Leave Without Scholarship:

- A GPA of 3.0 or above
- No failing courses
- Granted for 1 school year only

8. Process Following Approval:

- Sign the document confirming the decision to take Temporary Leave
- All tuition must be paid on time
- Contact the Admissions Office before you plan to return to ASFM

9. Tuition commitment:

Temporary Leave with scholarship:

- A student is granted a 70% scholarship; therefore, the parents pay 30% of the tuition. The tuition must be paid on time.
- If payment is delayed for 2 months or more, the student will be automatically withdrawn from ASFM.
- Parents need to sign the registration card while the student is abroad to guarantee the spot for the next school year.
- If the student designated as Child 1 participates in the Eagles Abroad program, the next eligible student in the family will be considered Child 1 for tuition purposes.

Temporary Leave without scholarship:

- The student is granted permission to leave as long as they have met the requirements.
- The tuition is paid (100%) monthly or paid in advance. This tuition must be paid on time.
- If payment is delayed for 2 months or more, the student will be automatically withdrawn from ASFM.

Please note: Eagles Abroad Scholarships cannot be combined with any other ASFM scholarships.

10. Requirements:

Applications, Forms, or Special Documents

- Schools abroad will need the applicant's transcripts to be sent electronically. Please provide the school you are applying to with Ms. Karla Bichara's (karla.bichara@asfm.edu.mx) email address so that they can request the transcripts directly from her.

11. Teacher/Counselor Recommendation Forms and Transcripts

- If the student's school abroad requests teacher recommendations, please contact Ms. Karla Bichara (karla.bichara@asfm.edu.mx) so that she can help you coordinate this process.

12. Official announcement for Eagles Abroad program :

- All applications will be reviewed by the Eagles Abroad Committee. Parents will be notified if the Temporary Leave is granted with or without scholarship on November 20, 2026.
- **Please be aware that Temporary Leave is NOT granted on a first come first serve basis;** there is a point system based on merit, and there are 30 scholarships available. The cutoff date for applying for Temporary Leave WITH Scholarship for the 2027-2028 school year is October 30, 2026.

****Please note that we will review your child's records at the end of Quarter 3 and only notify home if there is a change in your child's Temporary Leave status.**

13. After your child has been accepted:

- **1. Email at the end of the school year:** The email will include **instructions** and the **Temporary Leave Form** confirming the status; this form needs to be signed by parents.
- **2. Course Selection:** When doing the course selection for your child abroad, it is **EXTREMELY IMPORTANT** to consider that students need a credit in each discipline (Math, Science, Social Studies, English, Language) plus elective credits. You must register your child in the classes that are **similar to** what we offer in each grade level at ASFM. Please review the list of courses offered at ASFM:

Grade 6

Mathematics, English, Science, Socials

Grade 7

Pre-Algebra, English, Science, Socials

Grade 8

Algebra, English, Science, Socials

Grade 9

Algebra 2, English, Physical Science/Chemistry and Physics, Socials, Language, PE (one semester), Computer Science (one semester). Preferably a semester elective in business and in art.

Grade 10

Geometry, Life Science/Biology, English, Computer Science (1semester), art (1 semester) Modern World History (2 semesters/1 year), Language*

Grade 11

Pre-Calculus, Science, English, Socials, Language*

The appropriate math course (**in bold**) is vital. Course descriptions for ASFM courses can be found on the school website [here](#).

Please note that students at ASFM take English and Spanish courses every year. Therefore, it is highly recommended to take a foreign language course when studying abroad.

14. Validating Community Service Hours.

ASFM Students Studying Abroad during their High School: Students who withdraw from or temporarily leave ASFM during their high school years will still be required to fulfill the graduation requirement of 100 CSL hours.

Students who have engaged in community service activities while studying abroad can credit their CSL hrs by submitting one of the following documents as valid verification of service hours:

1. An official transcript from an accredited school that explicitly records the student's service hours.
2. A signed letter or certificate from the organization on official letterhead, including:
 - a) the organization's name and contact information
 - b) the student's full name
 - c) a description of the service performed
 - d) the dates and times of participation
 - e) the total number of verified service hours.

Please note that all activities listed in the letter will be reviewed by the Community Engagement Coordinator to confirm alignment with ASFM CSLhrs guidelines, which include the following criteria:

1. **Donations Exclusion:** Donations shall not be considered a means to accumulate service hours.
2. **Direct Service:** Volunteer activities must directly benefit the local community by addressing social, environmental, or educational challenges aligned with the United Nations' Sustainable Development Goals (SDGs).
3. **Non-Accreditable Time:** Only the hours spent directly engaged in service will be accredited. Time for travel to and from a service site, or time spent sleeping overnight, eating, or socializing at a service site does not merit credit hours.
4. **Training and Planning:** Coursework, training, planning, organizing, or fundraising that directly supports a community service project may be accredited for CSL hours, provided that such activities do not exceed 30% of the total, maintaining a 30:70 balance between indirect preparation and direct service.

15. Validation of Courses Process - Secretaría de Educación

The process of validation of studies completed abroad needs to be conducted by each family in **Secretaría de Educación**. Their office is located at Nueva Jersey 4032, Fraccionamiento Lincoln, in Monterrey. Different documentation is required based on the grade level or courses to be approved, and the process is independent of the school's internal administration. ASFM does not validate, approve, or recognize courses; such accreditation can only be granted through the official procedures established by Secretaría de Educación.

Important: Failure to meet minimum requirements (as laid out in the course list above) may result in a student repeating a course or even an entire year. Failing 1 or more courses, or not obtaining the necessary credits, may result in the student having to repeat the year or withdraw from ASFM. Please take this into consideration when looking at academic programs offered in other schools.

Please note: *ASFM does not recognize grades obtained from another academic institution for the purposes of the academic scholarship or other types of academic awards.*

16. Other important Information:

- The Eagles Abroad program is for one complete school year. If a student wishes to return to ASFM during their Temporary Leave, the student's parents need to contact the Admissions Office.
- Although the official ASFM transcript will not reflect grades received while abroad, the transcript of the school attended will be enclosed in applications to universities abroad. Grades will not be altered for any reason.
- When registering the student in the school abroad, please ensure that the school year runs from August/September to May/June. Please be aware that this is not the case in all countries.
- **Grade levels:** Please ensure that the grade level that the student applies to and studies while abroad is the same as the grade level they would have studied if at ASFM. For example, students that are currently in Grade 10 or BACH I must study in Grade 11 while abroad.
- **Semesters abroad:** Please know that if, for any reason, you only study for a semester (half year) away, you need to contact Secretaría de Educación immediately to make sure you will be revalidated for that semester. There are some school systems that run on a "schedule" where a student does not study all of their courses for the entire year. For these schools, a student may have difficulties revalidating with Secretaría de Educación after studying away for only a semester.

- **Scholarships:** Students and their parents must be aware that any academic scholarship that was in place when the student left ASFM will be lost, and new academic scholarships will not be granted for grades earned at another school. ASFM does not recognize grades obtained from another academic institution for purposes of the academic scholarship or other types of academic awards. Therefore, a student who chooses to go abroad forfeits their right to any academic scholarship immediately upon their return and will need to earn one again once back at ASFM.
- **Schedules upon return:** Returning students will need to provide [Ms. Karla Bichara](#) with their final transcript for their year abroad as soon as it is ready. No ASFM schedules will be finalized without a transcript.
- **MAP Testing upon return.** Every student will be required to take a MAP test upon their return. This test will be administered the week before school starts.
- **For 11th and 12th graders only:** The revalidation process must be completed upon return. To initiate this process, the corresponding payment needs to be made. Please inform [Ms. Magda Tristan](#) at the Educational Partnership Department when payment has been made.
- **For all grades:** the Eagles Abroad Process is complete once you:
 - a. **ASFM** - send the final transcript from your child's year abroad to [Ms. Karla Bichara](#).
 - b. **ASFM** - Take a MAP Test upon your return and before the next school year begins.
 - c. **Secretaría de Educación** - complete your child's validation process and send the documents to [Ms. Magda Tristan](#) .

We hope that this packet is useful in guiding you through the Eagles Abroad program. All of the steps included in this packet must be followed to ensure official status.

For Academic questions, you can contact your child's [counselor](#). If you have any questions regarding the process, you may contact the Admissions office.

Regards,

Admissions Team

Updated on September 10, 2026 by Admissions Head