



International Student Packet Instructions

There are many forms contained in this one document. The forms have been designed to help you complete your application and registration with Overland Christian Schools. Some of the forms provide you with information or instructions. Other forms need to be filled out, signed by you, your parent(s) or guardian and returned to OCS.

Here is a list of the forms in this document:

Instructions:

- Packet Instructions
- Financial Information for International (F-1) Students
- Description of Fees
- International Student Policies
- General Information for International (F-1) Students
- International Checklist
- International Student Admissions Checklist

Forms to be filled out and returned to OCS

- I-20 Information
- International Student Application for Admission
- Medical Information and Inoculation Record
- Medical/Parental Consent Form
- Standards of Conduct Form



Financial Information for International (F-1) Students

2025-2026

International Tuition:	Grades 1-5: \$9,900 (includes ESL instruction and support)
	Grades 6-12: \$11,500 (includes ESL instruction and support)
International Student Services Fee:	\$2,550 (annual fee, includes textbooks & language testing, insurance, field trips)
Homestay:	\$10,500 (includes housing and meals)
Application & Interview Fee:	\$800 (non - refundable)
Other expenses	Extra expenses such as personal items for the student are not included in the above fees and are at the discretion of the student.

Insurance is required. It may be provided by parents if it is a recognized insurance accepted in the U.S. A copy of the insurance card should be provided to the school **before the student begins classes.** If parents cannot provide proof of an acceptable insurance card at registration, then OCS will provide contact information for parents to secure it through a company that services international students.

Graduation cap and gown rental, if a student is graduating, is included. Other supplies are optional.

Tuition, Fees, Room & Board (or Homestay) and Insurance are required to be paid in full at the time of admission. Payment may be made by wire transfer, check, or approved credit card. Contact OCS to obtain information on how to make a wire transfer.

Should the F-1 student leave prior to the end of the school year for any reason, there will be **no refund of fees or tuition.**

Air transportation to and from the student's home country is the responsibility of the student/parents. Students are required to have a round trip ticket. Before leaving your country, OCS should be aware of your travel itinerary. In case of an emergency while traveling, you may contact Mr. Phillip Gray, Head of School at the school office 913-948-9596. Students are to return home no later than one week after classes end in May. International students arriving more than one week prior to the beginning of classes should make sure they have proper lodging arrangements.



Description of Fees

Application Fee

International students must submit a completed application and pay the application fee in order to be considered for admission. An interview will be conducted. Upon completion of the interview, the I-20 will be issued. This fee is non-refundable.

Kansas City College and Bible School, Inc. and its subsidiary, Overland Christian Schools, has been approved by the U.S. Immigration and Naturalization Services, a division of the Department of Homeland Security to issue I-20 forms. International students who need an I-20 Form in order to obtain an F-1 student visa must submit a completed application and meet all admission requirements before an I-20 will be issued. When OCS issues an I-20 form the school is making a commitment to reserve a seat or space at the appropriate grade level for the student. It is therefore expected that a family would not request that an I-20 form be issued for a student if the family is not fully committed to having their student attend Overland Christian schools if the F-1 visa is approved. Entering the U.S. and then not enrolling in the school after obtaining an F-1 visa will result in the student's status being changed to "Terminated" within the SEVIS system and the student will then be considered "Out of Status," at which point they will be in the U.S. illegally. This could result in the student being deported for failure to enroll in the program of study for which they requested an I-20 Form.

International Student Services Fee

International students pay an annual student services fee. This fee is due prior to their first day of school. This fee covers various costs (including textbooks and cultural trips among other things) associated with the international student program and is non-refundable.

International Student Tuition

First-year international students are expected to pay the annual tuition in full before their first day of class. Returning international students may make semi-annual payments (before first day of class in the Fall semester and by January 1 for the Spring semester). The international student tuition includes the additional costs associated with operating a quality international student program such as maintaining international student records and administering the overall program. The tuition also covers the cost of the ESL program, which facilitates more rapid English language acquisition. All international students for

whom English is a second language are required to attend regular ESL classes during the school day. Students are placed in ESL classes based on their English proficiency as determined through the application process or through on-site testing once they arrive at OCS. In addition, OCS will provide an ESL lab where students will be regularly required to spend time improving their language ability. Students will regularly meet with the ESL instructor or program advisor for consultation, monitoring of progress and adjustments in the program level to maximize the benefits to the student.

Homestay

Overland Christian is happy to provide homestay services to students who desire an American family experience. Homestay services are available on a limited basis upon request. Interested students should notify OCS of their desire for Homestay services. First-year students who are residing in a homestay are expected to pay the annual fee in full before they move into the home. Returning international students may make semi-annual payments.



**OVERLAND
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General Information for International (F-1) Students

1. All students applying for admission should file a I-901. The cost is \$235, which includes the expediting fee. The I-901 must accompany the I-20 when applying for a visa at the U.S. Consulate. Even if the student does not need a visa to enter the U.S., the I-901 must be filed. For details go here: www.ice.gov/sevis/i901/
2. Students' families must demonstrate an ability to pay all tuition and fees, as well as any room and board or homestay costs associated with their student's enrollment at OCS for the school year. This may be provided in the form of verifiable bank account statements or other financial records. These records should be submitted with the completed I-134 form. To access the form, go here: www.uscis.gov/i-134
3. Students who need an I-20 Form in order to attend OCS on an F-1 student visa are required to provide the school with both an international address (home address) and the local address where the student will reside while in the U.S. attending OCS.
4. Students must provide copies of I-20 forms with the U.S. immigration stamp for date of entry whenever they first enter or re-enter the U.S., as well as a copy of their current visa and passport. The school is required to keep these on file, along with a current address for each international student in attendance at the school. It is the responsibility of the international student and their parents/guardians to provide this information to the school and to inform the school of any change of address during the student's attendance at the school.
5. Students who wish to travel outside of the U.S. during the Christmas break or over the summer between academic sessions must obtain a travel I-20 Form from the school (or have their current I-20 signed and dated by an official at the school) in order to ensure that their re-entry into the United States will be approved.
6. While in the U.S., international students are under the authority of local, state, and national laws. They are also under the authority of Overland Christian Schools and must comply with all school policies, procedures, and regulations. It is important that students obey all laws and comply with the rules and regulations of OCS during their stay in the United States, or they will be in jeopardy of being forced to return to their home country.
7. International students must follow host family (guardian) regulations regarding curfews, dating, completion of school work and homework for which they are responsible. They are also expected to complete any assigned chores for which they are responsible.
8. International students are responsible to attend school regularly and achieve satisfactory grades. They must follow all attendance requirements and may be expelled from the school due to disrespectful, inappropriate, or poor behavior.



International Checklist

The following items are due upon application:

- International Student Application for Admission* (\$800.00)
- Official Transcripts (certified and translated to English)**
- English Teacher Recommendation Form
- Copy of English assessment report or interview by OCS staff
- At least 2-character reference forms
- I-20 Information form

The following items are due upon arrival at OCS and must be received before the student can begin class:

- Proof of Medical Insurance
- Medical Information and Inoculation Form
- Medical Treatment/Permission to travel form
- Standards of Conduct signed by parents and student
- Full financial obligations met*

*Wiring information will be provided upon request. Credit cards are acceptable.

**Official records are required for evaluation.



**OVERLAND
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International Student Admissions Checklist

Overland Christian Schools welcomes international applicants to our school. To be considered for admission, please submit the following items:

- _____ 1. International Student Application packet which can be downloaded from www.overlandchristian.org.

- _____ 2. A certified transcript issued directly from the previous school. It should include a certified English translation, if not in English. All translated documents should include a certification stamp **and** include marking values such as:
 - 10-8 = High mark
 - 7-5 = Average mark
 - 4-3 = Low mark
 - 2-1 = Failing (no credit)

- _____ 3. A handwritten English essay written by the student explaining why the student wishes to attend Overland Christian

- _____ 4. Completed English teacher recommendation form

- _____ 5. Copy of one of the following assessment reports:
 - a. SLEP score report
 - b. TOEFL *Junior*
 - c. TOEFL iBT score report

A Skype or telephone interview may be required to evaluate oral or conversational English ability for students who do not have easy access to these assessment tools, have low English assessment scores or for students below grade 7.

- _____ 6. Records must be sent to:
Overland Christian Schools
Attention: International Student Advisor
7016 W. 74th Street
Overland Park, KS 66204

I-20 INFORMATION FORM

Please print or type carefully all information below.

Complete Name (As it appears on your passport – VERY IMPORTANT!!)

Last (Family Name)

First (Given Name)

(Middle)

Address

Apartment or House #

Street Name

City

City code, if applicable

Province, if applicable

Country

Address #2 (Where paperwork is to be shipped, if different from above)

Apartment or House #

Street Name

City

City code, if applicable

Province, if applicable

Country

Phone Number

Home #

Mobile #

Email Address

Date of Birth

(Month)

(Day)

(Year)

Male **Female**

Circle One

City of birth

Country of birth

Country of Citizenship

Country issuing passport

Passport Number

Grade level for this coming term



OVERLAND CHRISTIAN — SCHOOLS —

7016 W. 74th St. | Overland Park, KS 66204 | 913-948-9994 | OverlandChristian.org

International Student Application for Admission

New Student Application Fee — \$800
Application Date: ____/____/____

Section 1: Student Information

Complete Name: _____
Last (family) *First (given)* *Middle*

Country of Birth: _____

Country of Citizenship: _____

Country Issuing Passport: _____

Passport Number: _____

Student Address: _____

City

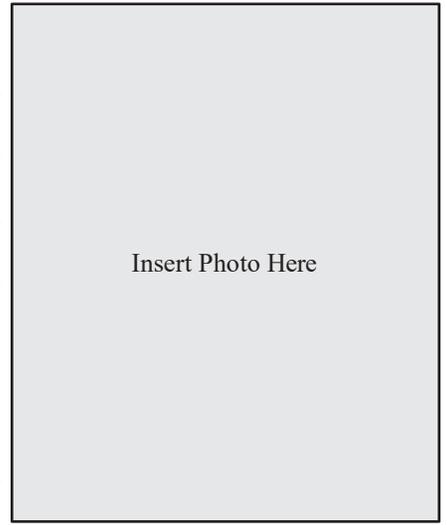
State/Province

Country

Postal Code

Home Telephone: _____

Gender: Male Female Birthdate: ____/____/____
Month Day Year



Current Grade Level (U.S. Equivalent): _____

School You Are Currently Attending (for transcript information): _____

School Address: _____

Section 2: U.S. Residence Information

Housing: I will reside in homestay. I will reside with my relative/guardian.

Name of Relative/Guardian: _____ Relationship: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Email: _____

Address of U.S. Residence: _____

Section 3: Family Information

Check all that apply.

Mother: Living Deceased **Father:** Living Deceased

Parents: Married Separated Living Together Divorced

Student Lives With: Mother Father Stepmother Stepfather Grandmother
 Grandfather Other _____

Father/Legal Guardian:

Name: _____ **Employer:** _____

Home Phone: _____ **Work Phone:** _____

Cell Phone: _____ **Email Address:** _____

Mother/Legal Guardian:

Name: _____ **Employer:** _____

Home Phone: _____ **Work Phone:** _____

Cell Phone: _____ **Email Address:** _____

Section 4: General Information

How many hours per day do you attend school? _____

What do you do in your spare time? What are your hobbies? _____

What sports, if any, do you like to play? _____

What is your religious affiliation? _____

What do you hope to gain from attending school in the United States? _____

Do you have plans to attend college in the United States? Yes No

Essay Question (*This question should be completed in the student's own handwriting.*)

Why do you want to attend Overland Christian? _____



OVERLAND CHRISTIAN SCHOOLS

7016 W. 74th St. | Overland Park, KS 66204 | 913-647-8729 | OverlandChristian.org

Academic Reference Form

To the Applicant:

Please complete the top portion of this page and submit this form to a previous educator (teacher or principal). Do not give this form to a relative. For the benefit of the respondent, please attach to this form a stamped envelope addressed to

Overland Christian Schools
ATTN: Admissions Department
7401 Metcalf Avenue
Overland Park, KS 66204

Last Name _____ First Name _____ Middle Name _____

Gender: M F Birthdate: ____/____/____ Grade Entering: 7 8 9 10 11 12 Semester: Fall Spring

I willingly waive my right of access to this letter of reference once it is filed.

Student's Signature _____ Date: ____/____/____

To the Respondent:

The student named above is applying for admission to Overland Christian Schools and is asking you to supply information as to his/her academic ability. OCS is a Christian institution with definite Christian goals. Our desire is to admit student who will profit the most from their enrollment here. The administration finds candid, thorough evaluations invaluable in the decision-making process, so please be frank, fair, and accurate in your remarks and estimates. Please return the form directly to the school in the envelope provided by the student. Please do not return it to the applicant. Thank you for taking your time to give this evaluation.

1. How long have you known the applicant? _____

How well? slightly casually well

In what relationship? _____

2. Do you consider the applicant to be a sincere Christian? Yes No Uncertain

3. Are you related to the applicant? Yes No

4. Do you recommend this applicant for admission?

Yes, with confidence. Yes, with the following reservations. No. (Please explain.)

5. To your knowledge, has the applicant ever been expelled or suspended from any school?

Yes No

6. To your knowledge, does the applicant drink, smoke, or take illegal drugs?

No Yes (Explain below.)

Please rate the applicant by circling the category that best describes him or her.

Cooperation <i>Willingness to work with people in various capacities</i>	Outstanding	When convenient	Indifferent	Unwilling	Not observed
Emotional Stability <i>Reactions in various situations when stress is likely</i>	Very stable	Fairly stable	Easily elated or depressed	Unresponsive	Not observed
Initiative <i>Ability to see things that need to be done—resourcefulness; assertiveness</i>	Seeks additional tasks	Willingly does more than expected	Does assigned tasks	Needs prodding	Not observed
Judgment and Common Sense <i>Ability and foresight in decisions in everyday situations</i>	Sound decisions	Fair deductions	Poor results	Lacks ability	Not observed
Leadership <i>Ability to lead others</i>	Consistently a leader	Usually a leader	Leads occasionally	Seldom or never leads	Not observed
Acceptance by Others <i>Mannerisms and appearance, general impression on others</i>	Well liked	Accepted	Tolerated	Rejected	Not observed
Reliability <i>Dependability, willingness, and consistency</i>	Conscientious	Usually reliable	Erratic	Unreliable	Not observed
Influence <i>Consider both positive and negative influence on others</i>	Unusually wholesome	Consistently good	Varying influence	Passive or negative	Not observed
Communication Skills <i>Ability to present thoughts with logic and clarity</i>	Outstanding	Good	Has difficulty	Unable to communicate clearly	Not observed
Work Ethic <i>Punctual, present, committed to goals, uses time well</i>	Excellent	Good	Erratic	Has difficulty	Not observed
Respect for Authority <i>Response to and attitude toward established authority</i>	Unusually respectful	Good attitude	Indifferent to authority	Shows disrespect	Not observed

Signature _____ Date _____/_____/_____

Print Name _____

Name of Organization _____ Title _____

Street Address _____ City _____ State _____ Zip Code _____

Email Address _____





OVERLAND CHRISTIAN SCHOOLS

7016 W. 74th St. | Overland Park, KS 66204 | 913-647-8729 | OverlandChristian.org

Character Reference Form

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Last Name _____ First Name _____ Middle Name _____

Gender: M F Birthdate: ____/____/____ Grade Entering: 7 8 9 10 11 12 Semester: Fall Spring

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Student's Signature _____ Date: ____/____/____

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1. How long have you known the applicant? _____

How well? slightly casually well

In what relationship? _____

2. Do you consider the applicant to be a sincere Christian? Yes No Uncertain

3. Are you related to the applicant? Yes No

4. Do you recommend this applicant for admission?

Yes, with confidence. Yes, with the following reservations. No. (Please explain.)

5. To your knowledge, does the applicant drink, smoke, or take illegal drugs?

No Yes (Explain below.)

Please rate the applicant by circling the category that best describes him or her.

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Signature _____ Date _____/_____/_____

Print Name _____

Name of Organization _____ Title _____

Street Address _____ City _____ State _____ Zip Code _____

Email Address _____





OVERLAND CHRISTIAN SCHOOLS

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How well? slightly casually well

In what relationship? _____

2. Do you consider the applicant to be a sincere Christian? Yes No Uncertain

3. Are you related to the applicant? Yes No

4. Do you recommend this applicant for admission?

Yes, with confidence. Yes, with the following reservations. No. (Please explain.)

5. To your knowledge, does the applicant drink, smoke, or take illegal drugs?

No Yes (Explain below.)

Please rate the applicant by circling the category that best describes him or her.

Cooperation <i>Willingness to work with people in various capacities</i>	Outstanding	When convenient	Indifferent	Unwilling	Not observed
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Signature _____ Date _____/_____/_____

Print Name _____

Name of Organization _____ Title _____

Street Address _____ City _____ State _____ Zip Code _____

Email Address _____





Medical Information and Inoculation Record

To be completed, signed, and dated by examining physician.

The applicant must have a physical examination by a licensed doctor, who is not a family member, within one year of coming to the United States. The physician should complete this report of the applicant's medical history, current health, and inoculation record.

Student Name: _____ Birthdate: _____ / _____ / _____
month day year

MEDICAL HISTORY

- Are you the applicant's regular doctor ____yes ____no
- How long have you known/treated the applicant? _____(years)
- Is the applicant under treatment for any medical or emotional conditions? ____yes ____no
 If yes, please explain: _____
- Is applicant currently taking any medications: ____yes ____no
 If yes, list medications and reason for medications: _____
- Does applicant currently have an eating disorder or history of an eating disorder (anorexia nervosa, bulimia, etc)?
 ____yes ____no
- Has the applicant had restriction of a physical activity during the past five years? ____yes ____no
- Has the applicant had any treatment or counseling for nervous conditions, personality disorder, or emotional problems?
 ____yes ____no
- Has the applicant ever been hospitalized? ____yes ____no If yes, please explain: _____
- Has the applicant ever had a history of any of the following:

YES*	NO		YES*	NO		YES*	NO	
		Allergies to drugs, food, etc.			Headache (persistent, recurring)			Pneumonia
		Appendicitis			Hepatitis			Pollmyellitis
		*Appendix has been removed			Goiter (Struma)			Psoriasis
		Asthma			Hernia			Rheumatic Fever
		Chicken Pox, Year:			Malaria, Year:			Rubella, Year:
		Cough (persistent/recurring)			Measles (Rubella), Year:			Scarlet Fever
		Diabetes Mellitus			Mumps, Year:			Seizure Disorder
		Eating Disorder			Menstrual Disorder			Sleep Disorders
		Enuresis (bed wetting)			Mononucleosis			Tuberculosis
		Epilepsy			Parasites (Internal, other)			Vertigo/Dizziness

- Has the applicant ever had disease, impairment, or abnormality of:

YES*	NO		YES*	NO		YES*	NO	
		Abdominal/Digestive System			Genito-Urinary System			Skin (Acne, etc)
		Bones, Joints			Heart, Blood Vessels			Varicose Veins
		Brain, Nervous System			Locomotor System			Tonsils, throat, nose
		Blood, Endocrine System			Lungs, Respiratory System			Have tonsils been removed?
		Ears, hearing			Menstrual Cycle			Eyes, sight

* If YES was checked for any of the above questions regarding applicant's current or past condition or medical history, physician must provide full details, including a description of the severity of the condition (attach a sheet, if necessary)

** If applicant has allergies, please describe the severity of the condition and the specific causes for allergic reaction

PHYSICAL EXAMINATION OF STUDENT

Height: _____ cm. (____ ft. ____ in.) Weight _____ kg (____ lbs.) Blood Pressure _____ Pulse _____
 Applicants Uncorrected Vision R _____/____ L _____/____ Does the applicant wear contact lenses? ____yes ____no
 Applicants Corrected Vision R _____/____ L _____/____ Does the applicant wear glasses? ____yes ____no

1. Does applicant have hearing impairment or abnormality? ____yes ____no Hearing R _____/____ L _____/____
2. Urinalysis: Albumin _____ Sugar _____ Micro _____ Hemoglobin _____gms %
3. Will applicant require orthodontic care during the time spent in the United States? ____yes ____no If yes, the applicant should bring statement from orthodontist indicating care required and must provide own dental insurance.
4. Are there any current abnormalities of the following systems:

YES*	NO		YES*	NO		YES*	NO	
		Cardiovascular system			Menstrual Cycle			Respiratory System
		Ears, nose, throat			Musculoskeletal			Skin (Acne, etc.)
		Eyes			Metabolic, Endocrine System			Teeth and gums
		Gastrointestinal System			Neuropsychiatry			Other
		Genito-Urinary System			Pelvic			

If YES was checked for any of the above questions regarding the applicant’s current or past condition or medical history, physician must provide full details, including a description of the severity of the conditions. (Attach sheet if necessary)

5. Your opinion of the general state of the applicant’s health: ____Excellent ____Good ____Fair ____Poor
6. Your recommendation for physical activity: ____Unlimited ____Limit (please explain) _____

INOCULATION RECORD

VACCINE	DATE EACH DOSE WAS GIVEN				
	1 st Dose	2 nd Dose	3 rd Dose	4 th Dose	5 th Dose
	Month/Day/Year	Month/Day/Year	Month/Day/Year	Month/Day/Year	Month/Day/Year
Polio (TPV)					
DPT (Diphtheria, Tetanus & Pertussis) or DT (Tetanus and diphtheria)					
MEASES (Rubella, 10 day measles)			If no immunization, give date applicant had measles:		
MUMPS			If no immunization, give date applicant had mumps:		
RUBELLA (3-day measles)			If no immunization, give date applicant had rubella:		
HEPATITIS B					
VARICELLA (Chickenpox)					
BACILLUS CALMETTE GEURIN (BCG)			Comments:		
TB SKIN TEST (Mantoux)			Results (circle one): Positive or Negative (no evidence of TB)		
HIV Test			Results (circle one): Positive or Negative (no evidence of HIV)		
CHEST X-RAY (Radiography)*			Results:		
*If TB Skin Test is positive the applicant must have a chest x-ray					

Very important: If a student has not had measles, mumps, or rubella, she/he is required to have a series of inoculations before going to the U.S.A. Otherwise, the student will be required to have inoculations in the United States before being admitted to an American high school. As students must meet the immunization requirements of the American high school that they will be attending, the student may be required to have additional immunizations or screening tests before being admitted to high school.

Name of physician (print) _____ Date of examination _____
 Signature of physician _____ Telephone Number _____



Standards of Conduct

Part I Laws

If a student is involved in activities that are illegal based on local, state, and federal laws, the student will be sent to the home country as soon as legally possible. Such expenses incurred will be the responsibility of the student's parents. Illegal activities include:

- ***Drinking or purchasing alcoholic beverages and/or tobacco products***
- Buying, selling, possessing or using illegal drugs as defined by local, state, or federal law (controlled drugs must be prescribed for the student by a licensed physician)
- Committing or taking part in any act of violence against another person or property
- Shoplifting or theft
- Accessing or downloading pornography on the internet.

Part II School

The student must obey all school rules, attend class regularly and be responsible for assuming a full course load, maintaining a "C" average with no failing grades at the end of the semester. Academic probation may result if grades are not acceptably maintained. All tutoring costs are to be borne by the student.

Part III Personal Conduct

Students are to refrain from sexual behavior, contact, and activity. Students who are found to be sexually active may be expelled.

Students who become pregnant or impregnate may be expelled and sent home.

Students may not tattoo or pierce any part of their body while enrolled at Overland Christian Schools.

Standards of dress, hair, etc., must comply with the school guidelines.

We, the undersigned have read and agree with the Standards of Conduct as outlined. We acknowledge that this agreement is in force during the time the student is enrolled at Overland Christian Schools or leaves the United States.

Mother

Date

Father

Date

Student

Date