



International Student Application Process

Here are the basic steps for new students to apply for high school placement through our program. Please contact us if you have any questions:

1 Choose your school. Read all the school's information and check the box next to that school's name. Complete the AEEA Application. Send the application, the \$250 application fee payable to AEEA, and required documents to the American Education & Exchange Association. There is a check list enclosed.

2 When we have received your application, application fee, and all necessary documents, we will process the application. NOTE: You may or may not qualify for the school you have chosen. Part of the application process is to find you the best "fit." We will do our best to assure you a good educational experience. It will take about two to three weeks to process your application. You may inquire about your application by e-mailing info@aeeweb.com

3 When you are accepted, we will send you (1) a **Form I-20**, "Certificate of Eligibility," (2) a letter of acceptance, (3) a letter to the U.S. Embassy, and (4) invoices for tuition and the AEEA program fee.

4 You will then need to go on-line and pay the SEVIS fee. It is called a "**I-901 Payment**." This payment is made directly to the U.S. government. The web site address for this payment is <http://www.fmjfee.com> After you make your payment, you will need to print out a receipt.

5 Make an appointment with the U.S. Embassy for your student visa interview. When you call ask the embassy if there are any other documents you may need to bring with you. You will need to take all the following documents:

- Passport
- I-20, "Certificate of Eligibility"
- I-901 Payment receipt
- Letter of Acceptance
- Letter to the embassy

6 When you receive your visa, notify AEEA as soon as possible at info@aeeweb.com.



Checklist for Application Documents

There are several documents to gather and forms to complete. In order to insure a smooth application process and to help determine which school is the appropriate for you, please carefully read through, sign, and send together all of the following completed forms, documents, and application fee. Thank you!

Application Fee (\$250 payable to AEEA by check or credit card - use Credit Card Payment Processing Form on next page)

Application Form

Official Transcripts

English Proficiency Test Score Report (iTEP SLATE or TOEFL)

Recommendation Forms

Scanned Image of Passport

Bank Statement

Immunization Record

Medical Release Form (Signed by parents; this gives doctors permission to give medical treatment in the case of an emergency)

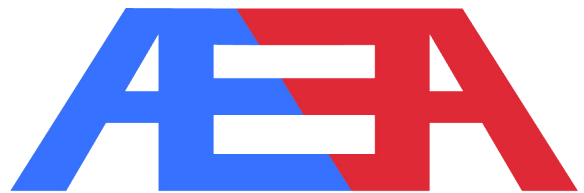
AEEA Program Guidelines and Agreement

Homestay Application

Student Letter to Host Family

Parent Letter to Host Family

Please send all of the above documents, forms, and fee to the following address:



American Education & Exchange Association

Credit Card Payment Processing Form

(All Amounts are in US Dollars)

Student Full Name:

(Surname) _____ (Given Name) _____

AEEA Application Fee: \$ _____

Total amount to be paid: \$ _____

Cardholder's relationship to the student above: ___Self ___Parent ___Relative ___Agent

Card Number: _____

Expiration Date: _____

CVS Code located on back of card: _____

Check card type: Visa MasterCard

Card Holder's Full Name (as it appears on the credit card):

Billing Street Address: _____

City: _____

State/Province: _____

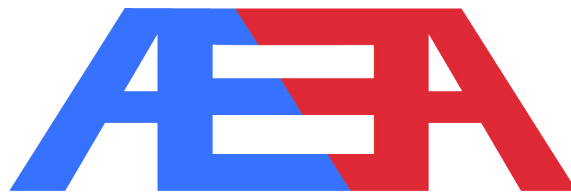
Zip/Postal Code: _____

Country/Region: _____

Phone number: _____

Signature of Credit Card Holder

Date



American Education & Exchange Association

Application for Admission

Please check the school you want to attend for the 2024-25 school year.

The Ambrose School, Meridian, ID
Lighthouse Christian School, Twin Falls, ID
East Linn Christian Academy, Lebanon, OR
Central Catholic High School, Portland, OR
Blanchet Catholic School, Salem, OR

Western Christian School, Salem, OR
Willamette Valley Christian School Brooks, OR
Regis St. Mary Catholic School, Stayton, OR
C.S. Lewis Academy, Newberg, OR
St. Mary's Academy, Portland, OR

Student Information

Name: _____
Family First Middle Preferred Name

Address: _____
Street Address/Apt. # City Country Postal Code

Home Telephone: _____ Cell: _____

Passport Number: _____ E-mail: _____ SKYPE ID: _____

Birth Date: _____ Age: _____ Male Female
(month/day/year)

Student's current school: _____ Current grade: _____

Have you ever been expelled from or asked to leave a school? Yes No (If Yes, explain on an additional sheet of paper)

Desired Starting Grade (circle one): 7 8 9 10 11 12 Starting Date: _____ to _____
(We cannot guarantee you will be placed in the grade of your choice) Month/Year to Month/Year

Religious Affiliation: _____

How long would you like to attend this school? _____ Only one year _____ More than one year

Why do you want to attend this school? _____

What are your plans? (choose only one - this is for scheduling and planning purposes)

Graduate from the school checked above.

Attend the school checked above for academic credit, but not graduate (Will return to home country to graduate).

Attend the school checked above only as an English Language and Cultural experience.

Other: _____

Where do you want to attend college? U.S.A. Your Home Country Other

I declare that to the best of my knowledge and belief that the information provided on this application is true and complete. I understand that falsification or omission of information may result in summary dismissal from the program with no refund.

Student Signature

Parent Signature

Date

Parent Information

Father

Name: _____
Last/Family First

E-mail Address: _____

Home Address: _____

(If different from applicant's)

City: _____

Country: _____

Postal Code: _____

Home Telephone: _____

Cell Number: _____

Employer's Name: _____

Occupation: _____

Religion: _____

Primary Contact E-mail for all official communication: _____

Mother

Name: _____
Last/Family First

E-mail Address: _____

Home Address: _____

(If different from applicant's)

City: _____

Country: _____

Postal Code: _____

Home Telephone: _____

Cell Number: _____

Employer's Name: _____

Occupation: _____

Religion: _____

Family Information

Please check the appropriate boxes:

Student lives with Mother and Father

Student lives with Father

Student lives with Mother

Parents separated

Father deceased

If divorced or separated, which parent has custody?

Mother only

Father only

Both

If divorced or separated, which parent receives mailings?

Mother only

Father only

Both

Sibling Information

Names & ages of brothers & sisters:

Name	M/F	Age	School attending

Agent Information

Company Name: _____

Agent's Name: _____

Address: _____

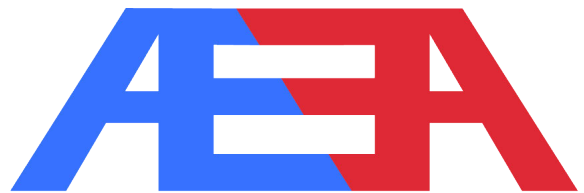
Street Address/Apt. #

City

Country

Postal Code

Telephone: _____ E-mail: _____



American Education & Exchange Association

International Student Recommendation Form

ENGLISH

The student named below has applied for admission to one of AEEA's partner high schools. We would appreciate your assistance in completing this checklist to help us assess the student's ability to meet the requirements at their chosen school. Thank you for your assistance.

Student's Name: _____ Date: _____

Current School: _____ School Phone: _____

Current English Teacher: _____ Signed: _____

Placement Recommendation: Regular English Honors English

Do you recommend an international student program for this student? Yes No

Please rate the student on each of the items below:

Outstanding: [Always, almost always] [Superior]

Good: [Quite often]

Average: [Generally] [fair]

Poor: [Rarely, seldom, never] [Below Average]

NA: [Not applicable] [Never Not observed]

Characteristics	Outstanding	Good	Average	Poor	N/A
Ability to work independently					
Ability to do independent study and research in areas of interest					
Academic performance in English					
Academic potential in English					
Completes assignments on time					
Study habits/skills in English					
Critical and abstract thinking					
Reading					
Speaking					
Writing/vocabulary & grammar					
Oral comprehension					
Test results in English					
Works effectively in English					
Overall evaluation in English					
Classroom conduct					

THIS Recommendation WILL REMAIN CONFIDENTIAL AND
WILL NOT BECOME PART OF THE STUDENTS PERMANENT RECORD. PLEASE BE CANDID.

Written Evaluation

I hereby authorize my child's school to prepare and submit the written recommendation required by the American Education & Exchange Association (AEEA) as part of their application process for attendance at an American high school. I understand that this written evaluation is confidential and may not be reviewed by the applicant or the applicant's parent/guardian. The evaluation will be used only in the admission process and will not become part of the student's permanent record.

Student's Name: _____

Current School: _____

Parent/Guardian Signature: _____ Date: _____

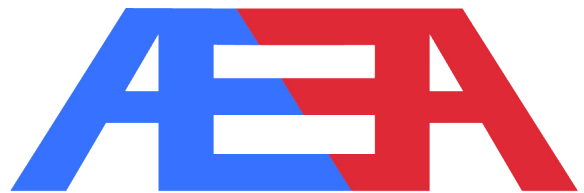
Print Name: _____

Additional Teacher Comments:

I would like a telephone conference: Yes No Phone: () _____

THIS Recommendation WILL REMAIN CONFIDENTIAL AND
WILL NOT BECOME PART OF THE STUDENTS PERMANENT RECORD. PLEASE BE CANDID.

Please return this recommendation form via e-mail to info@aeeweb.com



American Education & Exchange Association

International Student Recommendation Form

SCHOOL ADMINISTRATOR

The student named below has applied for admission to one of AEEA's partner high schools. We would appreciate your assistance in completing this checklist to help us assess the student's ability to meet the requirements at their chosen school. Thank you for your assistance.

Student's Name: _____ Date: _____

Current School: _____ School Phone: _____

Principal/Counselor: _____ Signed: _____

Do you recommend an international student program for this student? Yes No

Please rate the student on each of the items below:

Outstanding: [Always, almost always] [Superior]

Good: [Quite often]

Average: [Generally] [fair]

Poor: [Rarely, seldom, never] [Below Average]

NA: [Not applicable] [Never Not observed]

Characteristics	Outstanding	Good	Average	Poor	N/A
Ability to work independently					
Academic performance					
Academic potential					
Conduct/citizenship					
Cooperation with adults					
Honesty					
Leadership					
Motivation					
Participation in activities					
Relations with schoolmates					
Study habits					
Overall evaluation of student					

Any outstanding talents? _____

Please list school activities this student has been involved in within the past two years? _____

THIS Recommendation WILL REMAIN CONFIDENTIAL AND
WILL NOT BECOME PART OF THE STUDENTS PERMANENT RECORD. PLEASE BE CANDID.

Written Evaluation

I hereby authorize my child's school to prepare and submit the written recommendation required by the American Education & Exchange Association (AEEA) as part of their application process for attendance at an American high school. I understand that this written evaluation is confidential and may not be reviewed by the applicant or the applicant's parent/guardian. The evaluation will be used only in the admission process and will not become part of the student's permanent record.

Student's Name: _____

Current School: _____

Parent/Guardian Signature: _____ Date: _____

Print Name: _____

To be filled out by School Administrator

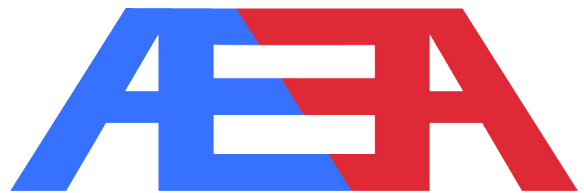
Any significant health problems?	Yes	No
Any significant behavior or personality problems?	Yes	No
Any significant attendance problems?	Yes	No

If you answered yes to any of these questions, please explain in the space below.

Additional School Administrator Comments:

THIS Recommendation WILL REMAIN CONFIDENTIAL AND
WILL NOT BECOME PART OF THE STUDENTS PERMANENT RECORD. PLEASE BE CANDID.

Please return this recommendation form via e-mail to info@aeeweb.com



American Education & Exchange Association

AEEA Immunization Record

United States law requires proof of immunization be provided or a religious or medical exemption be signed prior to a child's attendance at school. This information is being collected on behalf of the American Education & Exchange Association to provide to the school for which you have applied. Vaccine history must include at least the month and year. Please list immunizations in the order they were received. You should be aware that the rules for immunizations DO NOT recognize as valid immunizations given prior to the age of one for Diphtheria/Tetanus. Therefore, if your immunization date in the first category is prior to your first birthday, please get an additional dose prior to your arrival in the United States.

Child's Last Name	First	Middle Initial	Birthdate
Mailing Address	City		State Zip Code
Parents' Names		Home Telephone Number	

Required Vaccines	Dose 1	Dose 2	Dose 3	Dose 4	Dose 5
Diphtheria/Tetanus/Pertussis (DTaP, Tdap, Td)	(mm/dd/yy)	(mm/dd/yy)	(mm/dd/yy)	(mm/dd/yy)	(mm/dd/yy)
Booster Dose Tdap					
Polio (IPV or OPV)					
Varicella (Chickenpox) [VZV or VAR] Check here if child has had chickenpox disease _____ (mm/dd/yy)					
Measles/Mumps/Rubella (MMR) or Measles vaccine only Mumps vaccine only Rubella vaccine only					
Hepatitis B (Hep B)					
Hepatitis A (Hep A)					
Haemophilus Influenzae Type B (Hib) (Only children less than 5 years)					

I certify that the above information is an accurate record of this child's immunization history.

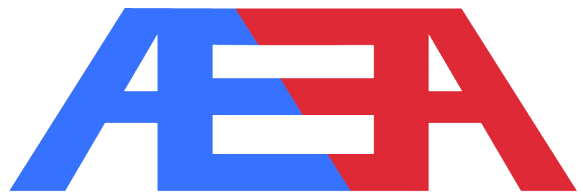
Printed name of Physician: _____

Physician's Signature: _____ Date: _____

In the event that Oregon health authorities determine that the above student requires further immunizations, I give permission for the above student to be appropriately immunized.

Print Name: _____

Parent/Guardian Signature: _____ Date: _____



American Education & Exchange Association

Medical Release Form

Permission to provide medical treatment for

Student's Name

In the event that there is an emergency situation, American Education & Exchange Association, or its duly appointed representative, will attempt to contact the parents as soon as possible. However, if the parents are unable to be contacted in a timely manner, this release will be recognized as permission to provide medical treatment for the above-named student, as deemed necessary by American Education & Exchange Association or the Host Family.

Please provide the following information:

Emergency Telephone Numbers:

Parents: _____

Parents' E-mail: _____

Relative / friend / etc.: _____

Relative's E-mail: _____

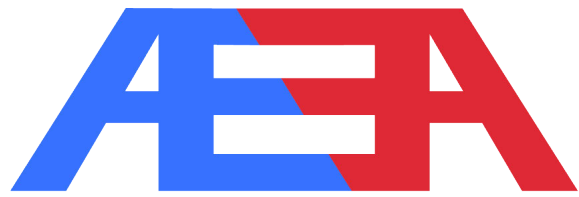
List any ongoing illnesses or allergies: _____

List all prescription medications the student will take while in the program (include dosage information):

Please be aware, students are only allowed to bring medication for which they have a written prescription from a physician. All other medication, over-the-counter or otherwise, will be confiscated and disposed of.

Parent/Guardian Signature: _____ Date: _____

Print Name: _____



American Education & Exchange Association

AEEA Guidelines and Agreement

For you to have a fulfilling experience, the following guidelines have been established. We would like both you and your parents to read them **carefully**. If you understand and agree, please sign.

Program Purpose: The primary purpose of this program is to

- (1) provide a high school education as preparation for higher education, and
- (2) improve the student's knowledge of the American culture, including the historical Christian faith and English language (for those students in private Christian High Schools). This is accomplished through (a) active participation in family life, (b) community activities, and (c) school programs. **In order for you to have a successful and fulfilling experience, your purpose for coming needs to be the same as the Program Purpose.**

Your expectations: You should be aware that life in the US may not be what you expected. The American culture, as you experience it here, will probably not be the same as you see on television, in the movies, or in magazines. Host families come from a variety of ethnic backgrounds.

Host Family and Cultural Adjustments: Life in the United States will be **very** different from what you are accustomed to in your own country. **You need to be willing to adjust to a new culture:**

1. **Family Rules:** You should expect to adapt to your new family and to the customs of the family. These customs may be quite different from your own family, such as curfew, asking permission to go out, etc. You will need to be ready to adjust to a new life.
2. **Family Chores:** You should expect to assist with the household chores as a member of the family. You should not expect to be treated as a guest at a hotel.
3. **Family Activities:** Since you will be considered a part of the family, expect to take part in activities with your host family, such as visiting relatives, celebrations, trips, and going to church.
4. **Church Attendance:** Your family will most likely be a Christian family. You will be invited to go to church with them. Please look forward to going with your family to church on Sundays. It is a great way to make friends and learn about the American culture and the Christian world view and life style. Even if you are not comfortable with attending regularly you are required to attend at least once when you first arrive and during Christmas and Easter, as these holidays have cultural significance beyond their purely religious aspects.

Rules of the program:

1. The following activities are **strictly prohibited:** smoking, drinking alcoholic beverages, pornography, and drugs (possession of controlled substances [cigarettes, alcohol, drugs, etc.] may result in immediate expulsion from school).
2. **Host Family Rules.** Complying with all rules established by host family is essential. Consistent failure to comply may result in having to leave the program.
3. **Grades.** Maintaining a grade of at least a C average is required. Failure to maintain a 'C' will result in probation. A tutor may be required at the student's expense. Probation is a case by case decision. Your first year can be very difficult, expect to work hard.

4. **Driving.** Driving automobiles and motorcycles by international students is prohibited. (Seniors with a 3.0 GPA or higher may begin driver training but may not operate personal, host family, or friends' vehicles).
5. **Travel.** Before traveling, AEEA students are required to receive the permission of the Program Manager, host parents, and the student's parents. Missing school requires a valid reason and is not permitted to extend holidays or school breaks. All travel must fall within the travel guidelines set by AEEA. No tickets for travel should be purchased without proper approval.
6. **Problems.** Should problems arise during the program, you must contact the host family or your AEEA student liaison first. This is to avoid confusion.
7. **Magazines & books in your mother language.** Magazines and books in your own language interfere with your English education and distract others. Do not bring them to school.
8. **Visits by Relatives or Friends.** Any visits must be coordinated in advance through the AEEA and should be limited to school breaks and graduation. Visitors are not permitted to stay at the homestay residence.
9. You will need to comply with all the guidelines and rules in the **Student/Parent Handbook** for your school (you will receive a copy after you arrive). This includes information on dress code, academics, sports, school behavior, school discipline, etc.
Note: Hair must be a natural color. If your hair is unnaturally colored (purple, fuchsia, blue, etc.) you will not be allowed to attend school until it is changed to a natural color. Boys may not wear earrings. Boys and girls may not have other piercings.
10. **Computer use:** I understand that having and using a computer is a privilege. If I misuse my computer, break other rules, or any of my grades drop below a "C", my computer may be confiscated by AEEA until they deem it appropriate to return it. Computers and other internet enabled devices are not allowed in your bedroom.
11. **Cell Phone Use:** I understand that having and using a cell phone is a privilege. If I misuse my cell phone, it may be confiscated by AEEA, until they deem it appropriate to return it.
12. **Physical Changes:** Student may not get new piercings, tattoos, or otherwise permanently change their appearance.
13. **Religious Affiliation:** Student may not change their religious affiliation until after graduation.
14. **Relationships:** Students are discouraged from having exclusive/serious romantic relationships.
15. **Sexual Activity:** Student are prohibited from sexual activity of any kind. Students becoming sexually active may be dismissed from the program.
16. **Legal Compliance:** Students breaking the laws of the land may be dismissed from the program.

Finances, Academics, etc.

1. **Application Fee.** There is a \$250 Application Fee due when a complete application is submitted. No materials will be processed until this is received.
2. **Program Fee Deposit.** A \$1,000 program fee deposit is due after a student receives their visa to secure their enrollment with AEEA and their high school. The remainder of the program fee payment is due by July 15th.
3. **Tuition & Fees.** Tuition payments are due July 15th at most AEEA schools. **Students are not permitted to register or begin classes until both tuition and the AEEA program fee are paid in full.**
4. **Insurance.** All students are required to purchase insurance through AEEA. Payment is due at the same time as the program fee. All students have the same policy and will receive a copy of their insurance card. Their host parents will also have a copy of the insurance card and instructions on how to use their insurance.
5. **Refunds.** Tuition and the AEEA program fee for the current semester will not be refunded to any student who withdraws or who is expelled. If a student leaves the program first semester, 70% of their AEEA program fee for second semester will be refunded. It is up to the discretion of the high school whether a tuition refund will be provided for second semester. If a student withdraws or is expelled second semester, no refund will be provided.

6. **Academic Placement.** Academic placement (your grade level) is the sole discretion of the American Education & Exchange Association. You might not be able to enter at the grade level you desire. This is determined by your academic record, consultation with the school registrar, and an English proficiency assessment. Depending on your academic and English ability, you need to realize that graduating from an American High School may take longer than expected.
7. **Advanced Placement and Honors Courses.** Placement into AP or Honors courses can be very challenging for international students. Placement into these courses will be done at the discretion of the high schools. Placement testing may be required and entry into these courses is in no way guaranteed.
8. **Host Family Placement.** Placement with a host family is the sole choice of AEEA, working with and through Happy Homestay USA. **(Students may not make host placement decisions).**
9. **Tutoring.** When student grades fall below a “C” average, the student will be assigned a tutor. It is their responsibility to pay for the tutor, whether the school pays the tutor and then needs to be reimbursed, or the student pays directly, it is the financial responsibility of the student and his/her parents.
10. **Student photographs release.** I understand and agree that the AEEA program has the right to photograph my student. Some of these photographs may be used to promote either the high school or the AEEA program. My signature below verifies that I understand this and gives my permission for such photographs.

Religious Instruction

I understand that I will be instructed in the religion of the school that I attend, and that I must pass these classes to graduate. I also understand that I do not need to share these religious beliefs, nor am I expected to convert. I agree to study diligently and be respectful of the school’s religion and rules.

Probation and Expulsion

Violation of the above guidelines may result in **discipline, suspension, or expulsion.** The decision is the sole discretion of the AEEA, on a case by case basis.

Our desire is that every student have a positive, healthy, growing experience in our program, and we will do all that we can to encourage and support you. If there are problems, we will do our best to help you solve any issues you may be experiencing. We want to give you an experience that is warm, caring, and accepting.

Agreement:

We (student and parents) have read, understand, and agree to all of the above. As a student, I agree to obey these guidelines and I understand that disobeying them may result in my being expelled from the program and sent back to my home country at my family’s expense. We understand the refund policy and that the tuition and are non- refundable. We also understand that any false statements or omissions in this application may result in the student leaving the program. We also testify that the student’s purpose for attending the AEEA Program is the same as the purpose for the program.

Signed: _____ Date: _____

Signed: _____ Date: _____



Happy Homestay USA

STUDENT HOMESTAY APPLICATION

Student's Name _____ Date of Birth: _____

E-mail address: _____ Nationality: _____

School attending: _____ Gender _____

Start date: _____ Ending date: _____

Please provide the following information:

Mother's name: _____ Father's name: _____

Emergency Phone: _____ E-mail address: _____

STUDENT INFORMATION

Please answer the following questions using a scale of 1 to 10, with 1 being the least desired outcome, and 10 being the most desired outcome. Enter the number on the line to the right of the question.

1 2 3 4 5 6 7 8 9 10

not okay somewhat okay okay very much okay

1. (1-10) Do you like living with young children? _____
2. (1-10) How do you feel about attending a Christian church? _____
Do you have a religious preference? (Yes or no) If yes, which? _____
3. (1-10) You will probably have your own room, but there is a possibility you may share a bedroom. We will try to find a host family that can provide you your own room, but we cannot guarantee this. How do you feel about sharing a room? _____
4. (1-10) How do you feel about living with an older single adult? _____
5. (1-10) How do you feel about living with a young single adult? _____
6. (1-10) How do you feel about living with pets? _____
7. Are you allergic to any pets? (Yes or no) If yes, list? _____
8. Do you smoke? (Yes or no) _____
9. (1-10) Do you like to cook for yourself sometimes? _____
10. (1-10) Would you like to attend family activities? _____
11. (1-10) You will need to be willing to live with a family that is different from your own image of a typical American family. How comfortable are you with this? _____
12. (1-10) Are you willing to be very flexible and patient with your host family? _____
13. Do you have any allergies? (Yes or no) If yes, please list allergies and medications: _____

14. Do you have any medical/psychological conditions? (Yes or no) If yes, list conditions and any medications you take: _____

What interests or hobbies do you have? Check all that apply

Travel	Camping	Dance	Eating out	Crafting	Movies	Walking
Games	Exercise	Sports	Cards	Cooking	Photography	Swimming
Reading	Music	Hiking	Gardening	Baking	Shopping	Relaxing at home
Pool	Racing	Excursions	Sightseeing	Technology	Sewing	Watching TV

How would you describe the environment in your perfect homestay? Check all that apply

Active	Talkative	Private	Relaxed	Adventurous	Nurturing	Involved
Independent	Supportive	Quiet	Energetic	Disciplined	Structured	Athletic
Musical	Spontaneous	Religious	Fastidious	Tidy	Artistic	Busy

How would you describe your personality? Check all that apply

Active	Talkative	Private	Relaxed	Adventurous	Independent
Quiet	Energetic	Athletic	Musical	Spontaneous	Religious
Tidy	Artistic	Fun	Calm	Outgoing	Reserved

Do you play an instrument? Yes ____ No ____ If yes, which one? _____

Do you play a sport? Yes ____ No ____ If yes, which one? Check all that apply

Baseball	Soccer	Basketball	Football	Wrestling	Other
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Do you want to join a sports team? Yes ____ No ____

Do you have any brothers or sisters? Please list their names and ages: _____

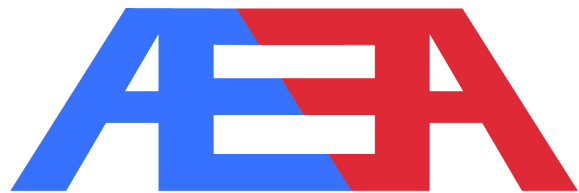
What kind of food do you like to eat? _____

By signing this application, I hereby agree to follow all the homestay rules and guidelines as written in the Happy Homestay USA Handbook. I acknowledge that failure to comply may result in my dismissal from the program and/or additional fees.

Name (please print): _____

Signature: _____ Date: _____

Parent's Signature: _____ Date: _____



American Education & Exchange Association

Letter to my Host Family

On this page please write a letter to your host family. In your own words, describe:

- a.) Your hopes and dreams for the future.
- b.) Your favorite activities (sports, art, entertainment, etc.).
- c.) Your personality. How would you describe yourself?



Letter to my Child's Host Family

On this page please write a letter to your child's host family. In your own words, describe:

- a.) Your hopes and dreams for your child's future.
- b.) Your knowledge of your child's favorite activities (sports, art, entertainment, etc.)
- c.) Your child's personality. How would you describe them?