

# The Oaks

## *A Classical Christian Academy*

### Admissions Procedures

The Oaks uses an admissions procedure that resembles the application process used in many other private schools and colleges. This procedure allows the school to accurately identify and admit students from families who have clearly expressed convictions that are similar to the school's regarding the education of children.

The selection and make-up of the school's student body is second only to staff selection in the impact it has upon the school's mission. The family-like atmosphere The Oaks seeks to foster and currently enjoys is due in great measure to the similarity of biblical convictions and principles taught and lived out in many of the homes of our students. As the Lord blesses us with growth and change, we want to do all we can to maintain and build up that atmosphere.

The basic process for new applicants is as follows:

1. *January 1 through April 1 of each year:* New applications and school handbooks will be dispersed and completed applications will be collected. Date of application will be recorded, but will not necessarily be a consideration in acceptance.
2. *April 1 – May 30:* Interviews, school visits, and requisite documentation related to each new student will be evaluated. (After May 30, applications will still be accepted and reviewed according to the same selection standards, but only after the initial pool of applications has been considered.)
3. *June 1-15:* Notification of acceptance or denial will be mailed to each applicant. Accepted applicants will receive all appropriate information for preparing for school, including financial arrangements.
4. *After June 15 (or after all notifications have been mailed):* Applications will be considered as they are received and as space permits.

A student's academic achievements will be considered in the application process, but only for grade placement, not as the primary determinant for acceptance. Each new student will be given an entrance test to determine final grade placement. Again, we are seeking to enroll those students who, because of their own family's educational, behavioral, and spiritual priorities, will most benefit from what The Oaks can offer them.

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### Foreign Exchange Admissions Process

The Oaks is SEVP-certified allowing enrollment of F-1 nonimmigrant students.

The basic process for new foreign exchange applicants is as follows:

1. *Initial Visit* – The Host family will meet with the Headmaster.
2. *Application* – The Host family will complete and return the application form along with the \$1500 Initial Registration fee.
2. *Skype Interview* – The applicant will interview with the Headmaster via Skype. The student’s language abilities will be evaluated at this time as well as an assessment testing for grade placement.
3. *Financial Proof* – The applicant’s family will provide the school with acceptable proof of financial support. This information should show that the family is able to cover tuition for the time period that the student will be attending The Oaks.
4. *Acceptance/Denial Notification* – Accepted applicants will receive appropriate information to proceed in acquiring an F-1 visa.
5. *I-20 Issuance* – Once applicants have been accepted The Oaks will issue an initial status I-20. Upon receiving the I-20 the prospective student must pay the SEVIS I-901 fee (please see <http://www.fmjfee.com> for detailed information on this payment).
6. *Apply for a Student Visa* – The prospective student must apply for an F-1 visa at their local US consulate of embassy. For information on how to apply and to schedule an interview please visit <http://usembassy.state.gov/>. There are several items needed for the interview. Below is an abbreviated list, please be sure to consult the website for an extensive list.
  - A signed Form I-20
  - A completed application Form DS-156, together with a Form DS-158.
  - A passport valid for at least six months after the proposed dated of entry into the United States.
  - One 2”x2” photograph
  - A fee receipt to show payment of the visa application fee and a separate SEVIS I-901 fee receipt.

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### 2018-2019 Foreign Exchange Financial Information Sheet

#### **I. BASIC FINANCIAL UNDERSTANDINGS:**

The following information has been compiled primarily for the benefit of those families who have had children accepted as students in The Oaks. Although our preeminent task is to educate students, we need to ensure that all financial arrangements and practices are clearly understood and followed by all concerned.

- A. **Initial Registration** – This is a one-time payment of \$1500 per student, normally turned in with the student application. Similar to an earnest payment on a new house, this fee is non-refundable at any time, unless acceptance is denied. Registrations will be considered firm only when the entire registration fee is paid.
- B. **Assessment Testing** – This is a one-time payment of \$100 per student, normally turned in at the time of assessment.
- C. **Re-enrollment** – These are one-time payments of \$750 per student, normally turned in with the student's re-enrollment form. Similar to an earnest payment on a new house, this fee is non-refundable at any time, unless acceptance is denied. Re-enrollment will be considered firm only when the entire fee is paid.
- D. **Tuition** – Monthly tuition payments are due by the fifth day of each month. Normally these payments are divided over twelve months, beginning in July and continuing through June, even though the school year runs from September through June. Families enrolling in school after July will have the tuition divided over the remaining months (i.e., August through June, or September through June). Payment are sent or given directly to the school office. Questions on specific bills may be addressed to the school's bookkeeper. Student Resource Fees (\$100 for Half-Day Kindergarten; \$200 for Full-Day Kindergarten; and \$150 for Grades 1-12) are due in July (or if enrolling after July, these fees are due the first month of enrollment with the first month's tuition). In addition to the resource fee the students will purchase some of their own books for literature, Latin, etc.
- E. **Extra-curricular Activities** – These fees are assessed on a per-user basis, since not all the school families will necessarily use these options. For example, athletics charge fees related to uniform and equipment use.
- F. **Non-refundable Status of Tuition Fees** – Due to the fact that the school contracts with our teachers and staff to pay them a set amount for the year, regardless of any reduction in student population, and in consideration of the per student costs we incur in materials and overhead for the year, we cannot refund any paid registration, resource or tuition fees.

#### **2018-2019 TUITION FEES:**

<u>Tuition</u>	<u>Monthly</u>	<u>Yearly</u>
Kindergarten (a.m.) (Half Day M-F)	\$328/mo. (12 mo.)	\$3935/yr
Kindergarten (Full Day M-F)	\$625/mo. (12 mo.)	\$7500/yr
Elementary (1 <sup>st</sup> -6 <sup>th</sup> Grades)	\$625/mo. (12 mo.)	\$7500/yr
Secondary (7 <sup>th</sup> -12 <sup>th</sup> Grades)	\$650/mo. (12 mo.)	\$7800/yr

**III. DONATIONS/GIFTS:** The Oaks receives about 90% of the total cost of educating students from tuition fees. Therefore, we need regular gift assistance to adequately fund the school. This year we hope to raise about \$150,000 through donations. Your help in any way would be greatly appreciated!

What is/is not tax-deductible: Undesignated and designated financial gifts given to the school are considered tax-deductible and a receipt will be issued to the donor. Undesignated gifts will be used as needs dictate. Gifts given directly to staff members or families are not tax-deductible. Tuition and fee payments are not tax-deductible.