

ARROYO PACIFIC ACADEMY

325 N Santa Anita Ave • Arcadia, California 91006

Tel 626.294.0661

Website: www.arroyopacific.org



INTERNATIONAL STUDENT PROGRAM 2025-2026

ADMISSION PROCESS AND REQUIREMENTS

Thank you for considering Arroyo Pacific Academy. The following information explains our International Student Program admission process and Form I-20 policy and procedures with the hope of ensuring a smooth and effective transition into our Academy.

Arroyo Pacific Academy is a four-year private, independent, coeducational, secular, college preparatory elementary, middle, and high school in Arcadia, California in the County of Los Angeles. Arroyo Pacific Academy is fully accredited by the Schools Commission of the Western Association of Schools and Colleges (W.A.S.C.).

Applicants may apply directly to the Admissions Office. Agents may help prepare documents for the admission process. Applicants will be required to provide current immigration documents to be copied and submit personal information as required by the U.S. Immigration and Customs Enforcement. The documents have to be translated into English and evaluated by an approved agency. In addition, international students are required to meet the same academic and admission requirements as other students. Please note that any falsification of signature or documents will result in denial of admission or dismissal.

Upon receiving the completed application with all required original documentation and non-refundable fee, the applicant will be interviewed by the Admissions Director via Skype, Zoom or phone. Arroyo Pacific Academy will then evaluate the applicant for possible admission. If accepted, Arroyo Pacific Academy will then mail out an Acceptance Packet after receipt of the tuition deposit. If the tuition deposit has been paid, the student, family and agent are acknowledging that the student will be attending Arroyo Pacific Academy unless the F1 visa has been denied.

International students accepted and enrolled at Arroyo Pacific Academy are expected to attend an International Orientation, which will provide an overview of the program. The student will be administered an English Proficiency Examination and Mathematics Placement Examination. At Orientation, the student will be given his/her class schedule and then will purchase textbooks online by setting up an account at arr.escobooks.com. The textbooks must be delivered to the United States address where the student will live while enrolled at Arroyo Pacific Academy. Additional details will be forthcoming.

If we can be of further assistance, please feel free to contact our Admissions Office at admissions@arroyopacific.org.

Respectfully,

Olivia Zhang
Admissions Director

Rev 6/25



INTERNATIONAL ADMISSIONS CHECKLIST

We have outlined the following steps for you. If you have more specific questions, please contact our Admissions Director at 626.294.0661 or by email at admissions@arroyopacific.org. To apply to Arroyo Pacific Academy, you must complete and submit all of the following original documents at the same time. Mail the completed application with the required non-refundable fee and all documents listed.

STEP 1: APPLY

☐ **International Application For Admission.** Form filled out completely with a \$200 non-refundable Application Fee (U.S. dollars) via wire transfer, cash, bank check or international money order. Please note that any falsification of signature or documents will result in denial of admission or dismissal.

☐ **Official and original documentation (transcript) of your academic preparation** must be sent to us from the school(s) attended or are now attending. Elementary and middle school applicants must submit transcripts for the previous two years. 9th grade applicants must submit current middle school transcript and the complete official transcript upon completion of 8th grade. 10th, 11th, and 12th grade applicants must submit full high school transcripts (and middle school transcript if 9th grade was completed in middle school) and test scores. The complete official transcripts must be submitted before enrollment. Each official transcript must be translated and evaluated in English to identify the courses currently taking or completed, the grades and credits earned for each course, year by year.

☐ **Copy of a Certificate of Deposit or current bank statement.** The parent/guardian or sponsor must submit a copy of a certificate of deposit (CD) with a minimum of \$50,000 USD (for elementary and middle school applicants) or \$60,000 USD (for high school applicants) deposited or equivalent. This amount must exceed the total cost of tuition, living expenses of room and board, insurance, all student fees, books and supplies for at least one full academic year.

☐ The student's **Medical Immunization Record** current with all vaccinations. Translations must be completed by a certified translator. Visa applicants should consult with their regular health care provider to obtain a copy of their immunization record to meet the United States immigration law requirements for Polio, Diphtheria, Tetanus, Pertussis, Measles, Mumps, Rubella, Hepatitis B, Tuberculosis and Varicella. **Proof of Tdap booster shot is also required.** The booster shot must have been given after the age of 7.

☐ **Photocopies of the student's valid passport**, visa (if applicable), I-94 card (if applicable), and a copy of the current I-20 (if transferring from another U.S. school).

☐ **TOEFL or TOEFL Jr. official documentation is recommended, but not required.** Arroyo Pacific Academy specifies that the TOEFL Test of Written English (TWE) and TOEFL Test of Spoken English (TSE) be included in the TOEFL assessment if the score is to be sent to our school. **IELTS** or **iTEP SLATE** may be submitted in place of TOEFL.

☐ **Personal Interview:** Please contact our school to schedule an interview in person or by teleconference with the Admissions Director or a delegate. The completed Application with all supporting documents (items listed above) must be provided with the personal interview before a decision of acceptance can be determined.

STEP 2: REVIEW / ACCEPTANCE

The student application and all documents will be reviewed by the Admissions Committee. The student will be informed of the committee's decision 5–8 days after submission of all required documents and personal interview. If accepted, Arroyo Pacific Academy will then send out an Acceptance Offer email with a request for the required tuition deposit of \$14,400 for elementary/middle school or \$18,400 for high school (does not include homestay). The deposit may be paid by wire transfer, cash, bank check, or international money order.

Upon receipt of payment of the tuition deposit of \$14,400 for elementary/middle school or \$18,400 for high school (does not include fees or homestay), Arroyo Pacific Academy will mail out the official acceptance packet, which includes:

- A Letter of Acceptance
- Form I-20
- Official school documents and forms that need to be read, completed and returned before or at time of Registration.

STEP 3: F-1 VISA INTERVIEW, REGISTRATION AND TUITION BALANCE

Upon receipt of the Form I-20, the student may do one of the following:

- Contact the US Embassy or Consulate in the student's home country for an appointment to interview. There will be an I-901 fee that needs to be paid directly to the U.S. Government prior to the F-1 visa interview. The fee may be paid at www.fmjfee.com. The interview will determine whether the student receives an F-1 Student Visa or not.
- Apply for a Change of Status (this option is only available if the applicant is in the United States). There will be filing fees associated with the Change of Status and the USCIS will determine whether to grant the Change of Status or not.

STEP 3: FORM I-20A-B, TUITION BALANCE & HEALTH INSURANCE (continued)

Upon receipt of the F-1 Student Visa, the balance of the tuition and non-refundable student fee total of \$14,000 for elementary/middle school or \$18,000 for high school (does not include homestay) must be paid via wire transfer, cash, bank check or international money order. The completed Registration form must be submitted before or at the time of registration. The student cannot start attending school and the initial Form I-20 will not be finalized until the balance of the tuition and fees have been paid.

STEP 4: HOST FAMILY ARRANGEMENTS

Arroyo Pacific Academy does not provide residential living. The school will assist the parent/guardian in making residential arrangements for room and board with host families. Housing arrangements for room and board are administered by the school and private outside agencies. Suggested homestay organizations are available upon request.

INTERNATIONAL STUDENT PROGRAM ADMISSION POLICY AND FINANCIAL REQUIREMENTS

Arroyo Pacific Academy has established enrollment policies. The Academy accepts students on a space available basis. Students must be fluent in English. Our admissions requirements pertain to academic standards and behavioral performance. The administration implements the admissions policy of the school. This policy is consistent with Arroyo Pacific Academy's Mission Statement and Statement of Philosophy.

Arroyo Pacific Academy seeks students:

- who can succeed in and benefit from the curriculum and educational programs
- who are able to meet the financial and service obligations required by the school
- whose lives, behavior, and educational goals are in alignment with the Mission and the Statement of Philosophy of the school
- who have demonstrated a desire to attend the school through interviews and recommendations
- who have the appropriate immunizations, official transcripts and educational evaluations, if applicable

Estimated Financial Requirements: Tuition and Fees

TUITION AND FEES FOR NEW STUDENTS:

Application Fee:	\$ 200	(Non-refundable)
Registration Fee:	\$ 400	(Non-refundable)
International Tuition:	\$ 33,000	(New High School Students)
	\$ 25,000	(New Elementary/Middle School Students)
Health Insurance:	\$ 1,500	
Student Service Fees ¹ :	\$ 1,500	(Includes athletics, textbook rental, technology, testing, yearbook, and locker)
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Total Payment to School ^{2&3} :	\$ 36,600	(New High School Students. Does not include Room and Board)
	\$ 28,600	(New Elementary/Middle School Students. Does not include Room and Board)
Approximate Room and Board:	\$ 2,000-\$ 2,500/month (Estimate only. Rates may vary. Not payable to the school)	

¹Does not include Advanced Placement Exam Fees and Graduation Fee. Participation in travel, social activities, co-curricular and extracurricular activities may also require additional fees.

²Students are responsible for the purchase of supplies. This amount will vary depending on courses studied.

³Per school policy, deposit refunds are granted only if the student visa application is denied by the U.S. Government.

If a student's enrollment is terminated by the school for reasons of infraction(s) of school policies, rules, procedures, practices or standards, the parent or family of the student remains liable for full payment of all tuition, fees, and family contribution/donation. No fees, pledge payments or contributions already paid and received by Arroyo Pacific Academy are refundable in the case of student withdrawal, transfer or expulsion. Refunds will only be considered if a student is denied a visa by the U.S. government and if proper official documentation is provided to the school.

F-1 Student Visa or Change of Status Time Frame

Please note that the steps 1 – 4 will take approximately three months or more. Therefore, we highly suggest that you start the application as quickly as possible. The tuition will only be returned if the student is unable to obtain a visa or a change of status. Your F-1 Student Visa or Change of Status Approval Notice must be presented at the time of registration.

Financial Responsibility and Matters

Before a student can be admitted, the parent/guardian must submit in English, documentation of your ability to meet the yearly cost of attending Arroyo Pacific Academy. Financial documents to include a Certificate of Deposit (CD) with a minimum deposit of \$50,000. This amount must meet or exceed the total cost of tuition, living expenses of room and board, insurance, fees, books and supplies for at least one full academic year. An affidavit of financial support is official evidence of sources of support from parents, guardians, or other sponsoring agency.

Parents or guardians are asked to keep their son/daughter's financial account up to date. A student cannot be readmitted to Arroyo Pacific Academy for a school year unless the previous year's financial account is settled in full. Students will not be allowed to take semester examinations if financial obligations are not current. Grades, credits and transcripts cannot be released unless the student's financial account is settled in full. Likewise, a diploma of graduation cannot be awarded if the student's account is not settled.

Financial Aid

Financial assistance is not available.

International Student Health Insurance

Students must get coverage either from an agent or provider or through Arroyo Pacific Academy prior to or at time of registration at school. Students will not be allowed to begin classes without insurance and current Medical Immunization on file.

Non-Discrimination Policy

Arroyo Pacific Academy admits students of any race, gender, religion, color, racial or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the academy. The Academy does not discriminate in the administration of its educational policies, admission policies, or any school administered programs.

Notice of Implied Agreement

The registration of students at Arroyo Pacific Academy is deemed to be an agreement on their part (and parents/guardians if students are minors) to comply fully with all policies, rules and regulations of the school as outlined in the School Handbook. The handbook is available at www.arroyopacific.org under Academics, select School Handbook.

Statement of Acceptance and Good Standing

Students enter Arroyo Pacific Academy to enroll in specific academic programs. Admission is based on personal interview and, if applicable, tests to determine the placement of applicants in specific courses. Students are admitted to the Academy on the basis of quarterly evaluation and acceptance. We reserve the right to dismiss students for infractions of regulations, unsatisfactory academic standing or other reasons that affect the welfare of the individual student or the student community. A student considered to be in good standing is:

- one who has not become subject to dismissal for academic reasons
- one whose record of conduct and attendance is satisfactory
- one who has met all financial obligations to the school
- one who complies with all policies and procedures found in the School Handbook

All minor students under 18 years of age must have a parent/guardian to accept responsibility for discipline, health, and fiscal issues.

Emancipated or 18 Year Old Students

All Academy policies, rules and procedures apply to students who are emancipated or eighteen years of age or older as long as they are enrolled in Arroyo Pacific Academy.

Expected Schoolwide Learning Results

We provide a distinctive educational program and a special place for students to learn, grow and prepare for life. Students demonstrate the intellectual curiosity and academic skills needed for success in college and adult life as we expect the graduate of Arroyo Pacific Academy to be a Collaborative Worker, a Critical Thinker, a Lifelong Learner and a Responsible Citizen.



We Educate Collaborative Workers, Critical Thinkers, Lifelong Learners & Responsible Citizens