



HOMESTEAD SCHOOLS, INC.  
23800 Hawthorne Blvd., Suite 200  
Torrance, CA 90505

# POLICIES & PROCEDURES FOR INTERNATIONAL STUDENTS

School Code: LOS214F51815000

## INTRODUCTION

To legally enter the United States as an International Student, you must apply to the local U.S. Embassy or Consulate for an M-1 visa. M-1 visa holder is an individual who is temporarily staying in the United States to study full-time at a vocational or technical institute.

A visa allows you to apply for admission to the United States at a Port of Entry (POE). The Customs and Border Protection Officer at the POE will issue a Form I-94 showing that you entered the United States legally. M-1 nonimmigrants are admitted for the length of their program plus any approved practical training plus 30 days to depart the United States but *not to exceed a total of one year*.

Foreign students wishing to attend a U.S school must submit an application. A prospective nonimmigrant student may start by identifying schools that are SEVIS-approved.

Upon receiving an application from a prospective student, the school will determine if you fully meet the school's criteria for admission and has adequate funds to meet the expenses of the program of study.

This information are necessary to issue a Form I-20, "Certificate of Eligibility for Nonimmigrant Students" and will be used to create an initial SEVIS record for the student.

When applying for a Student Visa, the prospective student must bring the following to U.S. Consulate during interview process:

1. Signed I-20 from the school the student plans to attend
- 2.

6. A Form DS-158A, Contact Information and Work History for Nonimmigrant Visa Applicant
7. One (1) 2"x2" photograph
8. Transcripts and diplomas from previous institutions attended
9. Scores from standardized tests such as TOEFL and IELTS
10. Financial evidence of sufficient funds to cover tuition and living expenses for at least the first year of study
11. Applicants with dependents must also provide proof of relationship to their spouse and/or children (e.g. marriage and birth certificates)

M-1 nonimmigrant students who have been allowed to enter the United States agree to maintain their nonimmigrant status by understanding and following the terms and conditions of their status and providing the Designated School Official (DSO) with timely information needed to maintain their SEVIS records.

Students need to:

1. Enroll in a full course of study at the beginning of every session excluding authorized break periods
2. Consult with their DSO before dropping below a full course of study for any reason
3. Report address changes to the DSO within 10 days of the change
4. Report any changes in program of study
5. Report any change in academic status to their DSO
6. Notify their DSO prior to traveling outside the United States
7. Notify their DSO upon applying for change of nonimmigrant status
8. Notify their DSO upon approval of an adjustment of status
9. Consult with their DSO to extend their program for additional time to complete the program or practical training
10. Notify their DSO if they intend to transfer



All payments must be made in the form of U.S. dollars, International Money Order or Traveler's Checks. Credit cards, Checks, and Money Orders should be made payable to: Homestead Schools, Inc.

8. Proof of financial responsibility and other supporting documents

The applicant must demonstrate the ability to pay for tuition and living expenses

for this school year. (D)(1)(d)(l)25.26 0 (ng)-1(ay81Tdn)-4(d)(l)2

## TUITION & FEES

### Program: Vocational Nursing

(12-month full-time class)

#### **Total Charges: \$46,000**

Tuition Fee: \$28,300

Registration fee: \$200

Laboratory Fee: \$300

Textbooks/Handouts: \$800

Miscellaneous Fee (ID/Library/Diploma/Transcript): \$200

Transport to school and back, home stay/boarding for 12 months including meals: \$13,000

Medical Insurance for 12 months: \$1,200

ESL Fee: \$2,000

### Program: Medical Assisting

(6-month full-time class)

#### **Total Charges: \$22,500**

Tuition Fee: \$12,500

Registration fee: \$200

Laboratory Fee: \$300

Textbooks/Handouts: \$200

Miscellaneous Fee (ID/Library/Diploma/Transcript): \$200

Transport to school and back, home stay/boarding for 6 months including meals: \$6,500

Medical Insurance for 6 months: \$600

ESL Fee: \$2,000



with the family whenever possible.

5. The Homestay Parent will involve the student in family activities and outings.
6. The Homestay Parent will not require the student to maintain their house or yard,



## **BASIC IMMIGRATION CONCEPTS**

1. Nonimmigrant students who follow the rules governing their stay are maintaining status. Status ends at the end of the authorized period of stay, abandonment of the nonimmigrant's authorized status, or when the nonimmigrant violates a rule governing status.
2. M-

## **ROLES OF NONIMMIGRANT STUDENTS**

1. Understand and follows the terms and condition of their M- 1 nonimmigrant status
2. Provide their DSO with timely information needed to maintain their SEVIS record
3. Enroll in a full course of study at the beginning of every session, excluding authorized break periods
4. Consult with their DSO before dropping below a full course of study for any reason
5. Report address changes to their DSO within 10 days of the change
6. Seek the approval of the DSO/USCIS before engaging in employment or practical training
7. Report any changes in program of study to their DSO
8. Report any changes in academic status to their DSO
9. Notify their DSO prior to traveling outside the United States
10. Notify their DSO upon applying for change of nonimmigrant status
11. Notify their DSO upon approval of an adjustment of status to an immigrant
12. Consult with their DSO to extend their program
13. Notify their DSO if they intent to transfer
14. Notify their DSO about changes in dependent status

**WHAT IS OPTIONAL PRACTICAL TRAINING (OPT)?0.TWH - 0.00323 D - 1(n d)- 11(lt)2OPc sta**



Some nonimmigrant already in the US in a valid status may be allowed to apply for a change of status to M-1. Application for a change of status is made to USCIS on a Form I-539 (Application to Extend/Change Nonimmigrant Status). Application to change to M-1 must be accompanied by a Form I-20 from an SEVP-certified school.

### **VISA APPLICATION STEPS:**

1. Interview at U.S. Consulate
2. Bring the following:
  1. Valid passport (if the passport will expire less than 6 months from the planned arrival in U.S., get a new passport before the interview)
  2. I-20
  3. Electronic receipt for SEVIS Fee (I-797)
  4. Photograph (2 inches square, 51 mm x 51 mm, colored, less than 6 months old, against a white background, full frontal view)
  5. Proof of finances (evidence that you can support yourself during the entire stay in United States)
  6. Information about the school, program of study, calendar of activities
3. Speak with Consul
  - applicant must demonstrate that he or she is a bonafide student and qualified to take a full course of study
  - applicant must state that the visit is temporary and solely for education purposes
  - applicant must demonstrate their ability to pay for tuition and living expenses for the course of their studies (should provide bank statements or financial statements from parents, relatives, etc.)
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4. Will receive result after interview

## **ARRIVING TO LOS ANGELES, CALIFORNIA**

1. Airplane attendance will provide Agriculture Form and Custom Declaration Form along with the Arrival/Departure application I-94 white card to be filled out in the plane
2. Check in at the boarder with Immigration Officer
3. Present your passport and I-20/M-1 application from school
4. Immigration Officer stamps the passport and I-94
5. Entrance approval stamp will be placed on I-20 application
6. Luggage pick-up process
7. Have your Agriculture Declaration Form ready with your passport to exit airport arrival area
8. Follow the walkway to exit LAX
9. Transportation service will be available c/o Homestead Schools
10. Student will be give a tour of the school and orientation
11. Education begins

## **APPLYING TO BECOME NONIMMIGRANT STUDENT**

1. Submit an application for admission to the Admissions Office with the other required documents
2. The school determines if the prospective student fully meets its admission requirements and has the financial ability to pay for the education and living expenses
3. If admission and financial requirements are met, eligible applicants will receive a letter of acceptance.
4. The school admits the student and creates an Initial SEVIS record and issues a Form I-20 for the student
5. The prospective student pays the SEVIS I-90 fee (see the SEVP website at [www.ice.gov.sevis](http://www.ice.gov/sevis) for a list of questions and answers regarding the SEVIS I-90 fee)
6. The prospective student then applies to one of the following:
  - the local U.S. Consulate or Embassy for a visa (see the DOS website: [http://travel.state.gov/visa/temp/types\\_1268.html](http://travel.state.gov/visa/temp/types_1268.html) for more information on student visas and application)
  - The U.S. POE directly, if the student is a citizen of a visa exempt country



Authorization for a part-time enrollment due to academic difficulties is limited to one Term at each program level. To maintain status, students must resume a full course of study in the next regular session.

**For Medical Reasons:**

M students with a documented medical excuse can drop below a course load or interrupt their studies. They are limited to an aggregate of 5 months of reduced course load.

**3. Termination/ Failure To Maintain Status**

M-1 students who violate the conditions of their M-1 status are considered out-of-status and unlawfully present in the United States. Being out-of-status means that a student will no longer be eligible for benefits such as optional practical training, on-campus employment or transfer to another school. It also means that once the student travels outside the country they will be unable to re-enter the U.S. on their current I-20.

Under SEVIS, your Designated School Official is required by law to report your failure to maintain status to the United States Citizenship and Immigration Service (USCIS). In some cases, the SEVIS system has the capability to automatically terminate a student/record without DSO interaction. Termination of a record cannot be cancelled. Dependents on M-2 status are automatically considered out of status when the M-1 student violates his/her status.

In some cases, you may be eligible to apply for reinstatement, a process which allows you to restore your status. If you are not eligible for reinstatement, you must leave the United States immediately. Failure to maintain status may result in the termination of your record and the loss of your status. If you are not eligible for reinstatement, you must leave the United States immediately.

**4. Common violations where student records from the SEVIS will be terminated are due to the following reasons:**

1. Absent From United States for Five Months
  - when the student left the United States temporarily, but was not able to return and resume their M-1 status within five months
2. Authorized Drop Below Full Course Time Exceeded
  - If the student did not resume a full course load when required to do so.
3. Authorized Early Withdrawal
  - If a student needs to withdraw from the school and depart the United States prior to program completion
4. Death
5. Expulsion
  - If the schools expels an M student
6. Failure to Enroll
  - If a continuing student did not report at the next Term or session
7. Suspension
  - If the school suspends the student
8. Transfer Student No Show
  - When a student asked to transfer to our school but did not arrive within 30 days of the program start date
9. Unauthorized Drop Below Full Course of Study
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asked to transfer to a new SEVP-approved school.

## **5. Reinstatement**