



# NOTRE DAME HIGH SCHOOL, INC.

Member of the Middle States Association of Colleges and Secondary Schools

3417 Church Road, Easton, PA 18045

PH 610 868-1431 FX 610 868-6710 [www.ndcrusaders.org](http://www.ndcrusaders.org)

## INTERNATIONAL STUDENT ADMISSION PROCESS

- 1. International students MUST be sponsored by an Agency** (the Agency must have all Diocesan required documents on file at Notre Dame) in order to apply for admission, and to attend Notre Dame High School. The agency will provide homestay with a vetted host family. Please see our website for a list of Agencies who partner with Notre Dame.
- 2. The agency must submit the following documents** to Mrs. Kelly Weber, International Student Program Coordinator, at [kweber@ndcrusaders.org](mailto:kweber@ndcrusaders.org). All required documents must be submitted before an interview will be scheduled. (Please use the checklist below to ensure that all forms have been submitted).
  - **Agency application (should include student's e-mail address)**
  - **Transcripts (final transcript should be submitted by student at Orientation)**
  - **Copy of Passport (SEVP regulation)**
  - **Copy of Visa (must be presented upon arrival at school). (SEVP regulation)**
  - **Immunization record, including updated immunizations complying with Pennsylvania State Guidelines.** Pennsylvania immunization requirements are **posted on the ND website**, and are sent along with the acceptance letter. (*Pennsylvania State Regulations prohibit students from attending school who are not fully immunized.*)
  - **Toefl/Eltis scores** (Students MUST be English proficient, as will be indicated on the I-20)
  - **Letters of Recommendation** from an English teacher and other Academic Teacher
  - **Medical insurance card** (Students are required to have medical insurance – **a copy of the Insurance card is not required with the application, but must be presented upon arrival at school.**)
  - **Financial statement indicating that parents have the financial resources to ensure payment for the length of the program (SEVP regulation).**

**\*\*International Transfer Students:** *International students transferring from another American school for the Spring or Fall Semesters, should submit the same documents/application fee as listed above.*

- 3. Once the required application documents are submitted:**
  - a virtual interview with the applicant will be scheduled
  - A letter of acceptance or deferral will be forwarded to the Agency. The Agency will forward the acceptance or deferral letter to the student.
- 4. Upon official enrollment of the student by the agency, the following will transpire :**
  - An I-20 will be created and submitted to the student according to SEVP guidelines.
  - An invoice will be forwarded to the sponsoring agency for the balance of the tuition.  
**The full tuition amount is due by July 1 before the start of each new school year.**

Revised 12/2024