

# How to Apply to Quarry Lane School

## INTERNATIONAL ACADEMY APPLICATION

### THE ADMISSION PROCESS

Our admissions process is designed to give families the opportunity to explore and appreciate the benefits of the Quarry Lane program, as well as to ensure a good fit for your family's needs and future goals. Once you have decided to pursue an application to Quarry Lane, the application process will require the following steps and items.

### GRADES JK-5

#### APPLICANT AND FAMILY INFORMATION

Create an account through the online application and enter your family information.

#### PARENT REPORT

Parents will submit a survey about their applicant.

#### RECOMMENDATION FORM

The Teacher Recommendation form must be e-mailed to the applicants current teacher through the on-line application.

#### REPORT CARDS AND RECORDS

A copy of two previous years report cards (including the current school year), transcripts and testing results can be uploaded through the online application. This is not a requirement for applicants to JK and K

#### APPLICANT INTERVIEW

If necessary, applicants will be required to have an interview with a member of the Admissions Committee.

### GRADES 6-12

#### APPLICANT AND FAMILY INFORMATION

Create an account through the online application and enter your family information. Please note that all applications to grades 11 must be approved through the admissions office prior to submitting an online application. (We do not accept applications to grade 12.) Call the admissions office at 925-829-8000 to see if your student is eligible for an application to transfer.

#### APPLICANT REPORT AND ESSAY

Applicants will submit a survey of their interests and write an essay.

#### APPLICANT INTERVIEW

If necessary, applicants will be required to have an interview with a member of the Admissions Committee.

#### PARENT REPORT

Parents will submit a survey about their applicant.

#### RECOMMENDATION FORMS

The Teacher Recommendation forms must be e-mailed to the applicants current teacher through the on-line application.

Applicants to grade 6 must submit one recommendation form from their current 5th grade teacher.

Applicants to grades 7-12 must submit a recommendation form from their current Math and English teachers.

#### REPORT CARDS AND RECORDS

A copy of the two previous years report cards, transcripts and testing results can be uploaded through the online application. Sophomore and Junior grade applicants are required to obtain a course-by-course authentication report for their foreign high school transcripts.

#### TESTING

Sophomore grade applicants should submit a TOEFL score of 65+ and Junior grade applicants should submit a TOEFL score of 85+ for admission to the program. Students who wish to bypass the ESL Program and go directly into mainstream classes must score 85 or higher on TOEFL exam. (An internal assessment might be conducted by QLS English department if it is necessary.)

### PROCEDURES AFTER ACCEPTANCE

*Return the enrollment contract with the non-refundable \$3,000 tuition deposit and \$200 registration fee. The contract and deposit must be returned within one week to reserve the open space for your child. Mid-year transfers must complete enrollment contract and return deposit before the first day of attendance. The Quarry Lane School will submit and provide an I-20 form after the enrollment contract and deposit have been returned.*

PLEASE REFER TO THE OUTLINED STEP BY STEP PORCESS OF HOW TO APPLY FOR A STUDENT VISA ON THE BACK OF THIS PAGE.



**THE  
QUARRY LANE  
SCHOOL**

## STUDENT VISA PROCESS

**THE QUARRY LANE SCHOOL WILL SUBMIT AND PROVIDE AN I-20 FORM AFTER THE ENROLLMENT CONTRACT AND DEPOSIT HAVE BEEN RETURNED.**

### TO APPLY FOR A STUDENT VISA

- Make an appointment for a visa interview with the nearest US embassy or consulate. (Some have different processes. Please check with your closest US embassy or consulate.)
- Complete the visa application form and pay the fee, as specified by the consulate/embassy. All this information is available from the consulate/embassy.
- Bring (or submit)
  - A valid I-20 AB (provided upon receipt of enrollment contract and deposit)
  - Your letter of acceptance
  - A valid passport and an additional passport photo
  - Evidence of residence abroad and support for your intention to return home after completing studies: business ownership or inheritance, property ownership or inheritance, family living in your home country, savings and family employment)
- The applicant should be ready to answer brief questions, in English, about any of the above items, and general information about The Quarry Lane School (location, etc.) Note: Your plans after completing education in the United States must be: to return to your country.

### PROCEDURES AFTER VISA APPROVAL

- The admissions office will e-mail out a welcome packet for your family.
- Fill out and submit all necessary documents in the welcome packet via mail or e-mail prior to the student's scheduled orientation date.
- Bring proof of international student health insurance. For more information, please check the FAQ page of the Quarry Lane School website or contact the International Academy.
- Provide contact information of your local legal guardian who is a US citizen or a permanent resident in US. For more information, please check the FAQ page of the Quarry Lane School website or contact the International Academy.

### IMMUNIZATION AND HEALTH RECORD

Download report of health exam and physical form documents from the website. These forms must be completed and signed by a physician at a local OR foreign hospital or clinic.

## STUDENT ORIENTATION

All new enrolled international students and their guardians are required to attend mandatory orientation which is generally scheduled around two weeks before first day of school each year. Students' start date will be delayed if they fail to attend the orientation.

Placement tests and an introductory presentation about school rules and policies, and life at USA as an international students take place on the day of orientation.

Students should submit their final enrollment documents prior to this day.

*The Quarry Lane School does not discriminate on the basis of religion, color, national or ethnic origin, gender or to all rights and privileges, programs, and activities available to students. It does not discriminate in the administration of educational policies, athletic programs, financial aid programs or any other school-administered program. The school retains the right to dismiss any student if the school, in its sole discretion, determines that the welfare of the child or the school requires such dismissal.*



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