

Northwest Christian Schools of Lacey

Northwest Christian Academy

4706 Park Center Avenue NE, Lacey, WA 98516

Phone: 360-493-2223 Fax: 360-412-0910

Email: admissions@ncslacey.org

I-20 International New Student Application

Dear Parents of Prospective Students:

Thank you for your interest in Northwest Christian Academy. Our mission is to assist parents in providing a quality education for their children that is distinctly Christian. To help with the application process, we are providing this checklist so that you can make sure that you complete ALL the necessary items.

Step 1

- International Student Application Packet
- Application Fee \$ 100.00 (*Must accompany completed application*)
- Certificate of Deposit— showing funds adequate to cover a year of study in the United States
- Copy of the applicants Passport
- Official School Transcript (Three (3) years translated to English)
- Reference Form from Principal or Teacher

After acceptance, please complete the following:

- Pay the \$600 enrollment fee

Applicant and/or applicants' family will receive:

- I-20
- NCS Admissions Letter

After the applicant receives the Form I-20 and registers in SEVIS, they may apply at a U.S. Embassy or Consulate for a student(F-1) visa. The applicant must present the Form I-20 to the consular officer when you attend your visa interview.

Once your student receives their VISA submit the following please reach out to our admissions office for next steps:

Step 2

- Power of Attorney/Health Information Form
- Washington State Certificate of Immunization Status Form – Medically verified proof of immunizations is required
- New Student Entry Physical
- Proof of Illness/Accident Insurance \$100,000 policy
- Payment in Full of Tuition and remaining Fees
- Flight Arrival Information

Wire transfer information:

Please contact our office for further information

Tuition, Registration, Application, and all additional fees are non-refundable.

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International Student Program Tuition & Fees

All Tuition and Fees are non-refundable.

2026-2027 International Student Tuition and Fees:

Application Fee - \$ 100

- Due with New Student Application

Enrollment/Registration - \$ 600

- Due with New Student Application or Returning Student Reenrollment Forms

Annual Tuition – Due in full by July 1st

- 1st-6th Grade \$ 17,165
- 7th –8th Grade \$ 18,600

Annual Technology Fee - \$ 100

Annual Field Trip Fee - \$ 85

Optional Fees:

Extended Care (Before/After School Fees)

- Hourly rate will be invoiced monthly

Hot Lunch

- Invoiced monthly

Sports Fee - \$ 140 per sport

Afterschool sports are available for our 5-8th grade students. Each student is required to have a valid sports physical on file, current Limited Power of Attorney/Health Information Form, and a current Concussion Waiver. Illness/Accident Insurance must carry a Sport Injury Rider for School Athletics (see below).

Late Payment Policy

If payment is more than 14 (calendar) days late, you will be charged a late fee of \$ 500.

If payment is more than 21 days late, your students F-1 visa status can be revoked.

Insurance

Proof of Illness/Accident Insurance with coverage while in the U.S. is required for all international students yearly. Your student must provide proof of insurance prior to the first day of school each year. Information on insurance can be found online from several companies. You must have a minimum of \$ 100,000 in coverage. Please read the policy carefully. Not all insurance policies cover sports injuries. If you plan on playing sports while attending NCA you will need sports injury coverage. Do **not** send money for the insurance policy to NCA.

Host Family Room and Board - (if applicable)

- \$ 12,000 per year payable in 10 equal installments of \$ 1,200 per month. Host fees include transportation to and from school, food and hygiene supplies as provided for family, and utilities. Stipend does not include long distance phone calls, cell phone or private phone line. Cell phone plans may be purchased separately.
- **Please pay your host family directly by the 1st of the month.** Do **not** send this money to NCS.

Spending Money

Please provide your student with a reasonable allowance for extras while they are here so they may participate in school events and activities.

Summary of Fees

New Student Application Fee	\$ 100
Registration Fee	\$ 600
Yearly Tuition	\$ 17,165 1 st -6 th grades or \$ 18,600 7 th -8 th grades
Annual Technology Fee	\$ 100
Field Trip Fee	\$ 85

Optional Fees

Sports Fee	\$ 140 per sport
Extended Care Fee (Before/After School)	Invoiced at hourly rate
Hot Lunch	Invoiced at hourly rate

I understand and agree with the above Tuition and Fee Schedule. Please contact our admissions office for Banking Wire Transfer Information.

Parent Signature:

Date:

Non-Discrimination Policy

Northwest Christian Schools of Lacey, also known as Northwest Christian Academy and Northwest Christian High School, admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to its students. The school does not discriminate on the basis of race in administration of its educational policies, admissions policies, scholarship and grant programs, and athletic and other school administered programs.

STUDENT INFORMATION:

Grade applying for:

Planned entry date:

Planned Length of Study:

Student Legal Name:

Student Address:

House Number and Street Address

City

Province

Country

Postal Code

Student U.S. Address (if known):

House Number and Street Address

City

State

Postal Code

Student U.S. Home Phone (if known):

Student Date of Birth:

Age:

Sex:

☐ M☐ F

Country of Birth:

City of Birth:

Last School Attended:

City:

Country:

Dates Attended:

Why does your child want to come to school here?

Has your child ever been to the United States? ☐ Yes ☐ No

If yes, where?

Length of stay?

How long has your child studied English?

List any major areas of difficulty your child has had in school:

Please list any academic needs and/or learning disabilities or issues we should know about.

Has your child been involved in disciplinary actions at school? ☐ Yes ☐ No

If yes, please explain:

How would you rate your child's attitude toward?

- | | | | |
|---------------------------|------------------------------------|-------------------------------|-------------------------------|
| (A) God | <input type="checkbox"/> Excellent | <input type="checkbox"/> Good | <input type="checkbox"/> Poor |
| (B) Parents | <input type="checkbox"/> Excellent | <input type="checkbox"/> Good | <input type="checkbox"/> Poor |
| (C) Authority figures | <input type="checkbox"/> Excellent | <input type="checkbox"/> Good | <input type="checkbox"/> Poor |
| (D) Attending this school | <input type="checkbox"/> Excellent | <input type="checkbox"/> Good | <input type="checkbox"/> Poor |

What do you feel are the personality strengths of your child?

What do you feel are the personality weaknesses of your child?

PARENT INFORMATION:

Father Name:

Father's Address:

House Number and Street Address

City

Province

Country

Postal Code

Employer: **Email Address:**

Home Phone: **Cell Phone:**

Mother's Name:

Mother's Address:

House Number and Street Address

City

Province

Country

Postal Code

Employer: **Email Address:**

Home Phone: **Cell Phone:**

Parents' Marital Status:

☐ Married ☐ Widowed ☐ Separated ☐ Divorced ☐ Single ☐ Remarried

Student currently lives with: ☐ Mom ☐ Dad ☐ Both ☐ Guardian

FAMILY INFORMATION:

List below all siblings:

Name: Age: School Attending: Name: Age: School Attending: Name: Age: School Attending: Attends Church? ☐ Yes ☐ NoName of Church: City: Country: **OTHER INFORMATION:**

How did you hear about Northwest Christian Academy?

What are your primary reasons for seeking to enroll your child at Northwest Christian Academy?

Is there any additional information you would like to share about your child?

HOST INFORMATION:U.S. Address (if known): *House Number and Street Address*

City

State

Postal Code

Host Father's Name:

Last

First

Middle

Employer: Email Address: Home Phone: Cell Phone:

Host Mother's Name:

Last

First

Middle

Employer: Email Address: Home Phone: Cell Phone:

Northwest Christian Academy Parent Commitment to:

NCS Statement of Faith

We Believe:

- In one God, creator, and sustainer of all things, eternally existent in three persons – Father, Son, and Holy Spirit. (Deut. 6:4, Matt. 3:16-17, John 14:6-27, 1 Cor. 8:6, 2 Cor. 13:14, Gal. 4:4-6, Eph. 2:13-18)
- In the deity of our Lord Jesus Christ, in His virgin birth; in His sinless life; in His vicarious death, resurrection and ascension to the right hand of God the Father. (Isa. 7:14, Matt. 1:20-25, Acts 1:9-10, Rom. 8:34)
- In the present ministry of the Holy Spirit by who's indwelling the Christian is enabled to live a godly life. (John 7:39, 14:15-18, Acts 2:33, 15:8-9, 1 Pet. 1:2, 1 John 3:24, 4:13)
- In the divine inspiration of the Bible, our all-sufficient, authoritative rule of truth, faith, and conduct. (Luke 24: 44-47, John 10:35, 1 Cor. 15:3-4, 2 Timothy 3:15-17, 1 Peter 1:10-12, 2 Peter 1:20-21)
- That all people have sinned and that only by God's grace and through faith alone we are all saved. (Eph. 2:8-9, John 8:34-36, 16:8-9, Rom. 3:23, 6:15-23, 1 John 1:9, 2:4, 3:7-10)
- In the second coming to earth of the Lord Jesus Christ and in the resurrection of both the saved and the lost; those who are saved to the "resurrection of life" and the lost to the "resurrection of justice." (Matt. 25:31-46, John 5:29, John 14:1-3, Acts 1:9-11, Rev. 22:7-20)
- In the spiritual unity of all believers in our Lord Jesus Christ. (Matt. 8:11, John 13:35, 17:14-26, Rom. 4:16, 10:9-15, 12:1-8, 1 Cor. 3:5-9, Gal. 5:6, 13-14, Rev. 5:9-10)

Statement on the Sanctity of Human Life

We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. (Ps. 139, Gen. 1:27)

Statement on Marriage, Gender and Sexuality

- We believe that God wonderfully and immutably creates each person as a male or female. These two distinct, complementary genders together reflect the image and nature of God. (Gen. 1:26-27) Rejection of one's biological sex is a rejection of the image of God within that person.
- We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Gen. 2:18-25) We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Cor. 6:18, 7:2-5, Heb. 13-4) We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.
- We believe that any form of sexual immorality (including – not limited to – adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt. 15:18-20, 1 Cor. 6:9-10)
- We believe that in order to preserve the function and integrity of Northwest Christian Schools as the local Body of Christ, and to provide a biblical role model to the Northwest Christian Schools members and the community, it is imperative that all persons employed by Northwest Christian Schools in any capacity, or who serve as volunteers, agree to abide by this Statement on Marriage, Gender, and Sexuality. (Matt. 5:16, Phil. 2:14-16, 1 Thess. 5:22)
- We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21, Rom. 10:9-10, 1 Cor. 6:9-11).

Final Authority for Matters of Belief and Conduct

The statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes faith, doctrine, practice, policy and discipline at Northwest Christian Schools, our School Board is the final interpretive authority on the Bible's meaning and application.

Student Code of Conduct

Northwest Christian Schools of Lacey's goal is to inspire each student to pursue excellence in moral character, academics, and servant leadership. The development of moral character in academics is among our chief objectives for students as they prepare for high school and life beyond high school.

Student Photo Release Statement

I hereby give Northwest Christian Academy or Northwest Christian High School all rights of every kind and character whatsoever in and to all work, poses, acts, plays and appearances made by my child for the pamphlets, videotape and/or program, as well as in and to the right to use my child's photographs, either still or moving, for commercial and advertising purposes in connection therewith. I further give the right to reproduce in any manner whatsoever any recordings made by my child's voice and all instrumental, musical, or other sound effects produced by my child.

Includes, but not limited to: Promotional Video, School promotional pamphlet, Video-Taped School Activities, or use on school website.

Please initial below if you DO NOT wish your child's photograph or voice to be used.

 I/We DO NOT wish my/our child's photograph or voice to be used in promotional items for Northwest Christian Academy/Northwest Christian High School or Northwest Christian Schools of Lacey

I/WE AGREE THAT:

- **PARENT/STUDENT HANDBOOK:** The policies and responsibilities as stated in the Parent/Student Handbook will be upheld and supported. NCS administration reserves the right to make changes. These, along with promotional materials and statements, may be changed without formal notice.
- **ACADEMIC PLACEMENT:** Grade placement is based on successful completion of the academic year while being in good standing both academically and behaviorally. Placement is in accordance with the school's standard of admissions or retention practices. Curriculum changes/decisions are made at the school's discretion.
- **STANDARD OF CONDUCT:** I appreciate and uphold the standards of the school and do not tolerate profanity/obscenity in word or action, dishonor to God and the Word of God, or disrespect to the personnel of the school. I hereby agree to support Northwest Christian Schools Mission Statement, Statement of Faith and all policies and procedures as found in the handbook. I authorize this school to employ discipline, as it deems wise and expedient, for the training of my child. I understand that the school reserves the right to dismiss any child who fails to comply with the established regulations and discipline or whose financial obligation remains unpaid.
- **TERMINATION:** The school has the right to suspend or terminate the attendance of any student for reasons set forth in the Parent and Student Handbook (or other published documents), for reasons that the school administration considers detrimental to the student, other students of the school or school community, or for the parent's failure to pay all or any part of the parent's financial obligations for student's attendance (including any amounts charged on student's account with the school).

- **FORCE MAJEURE:** The school's duties and obligations under this contract shall be suspended immediately, without notice, during all periods that the school is closed because of force majeure events including, but not limited to, any fire, act of God, hurricane, war, governmental action, act of terrorism, epidemic, pandemic, or any other event beyond the school's control. If such an event occurs, the school's duties and obligations in this contract will be postponed until such time as the school, in its sole discretion, may safely reopen. In the event that the school cannot reopen, due to an event under this clause, the school is under no obligation to refund any portion of the tuition paid.
- **PARENT'S COMMITMENT TO TRUTHFULNESS IN THE ADMISSIONS AND ENROLLMENT PROCESS:** The school is relying on the completeness and truthfulness of the information provided by the parent in the admissions and enrollment process. If the school determines, after the student has been admitted and enrolled, that the parent was not truthful in the admissions and enrollment process on any issue that the school, in its sole discretion, finds to be important, the school has the absolute right to terminate this contract. There will be no refund of tuition where such termination occurs and any unpaid balance is payable in full according to the terms of this contract.
- **PARENT'S COMMITMENT TO COOPERATION:** Parents and family members agree to a positive constructive relationship with each other and the school when dealing with school matters, on and off campus and in school and at school events. It is the responsibility of the parents to inform and provide copies to the school of any court orders and updated custodial or parenting plans.
- **REIMBURSEMENT FOR DOMESTIC LEGAL ISSUES:** Parents understand and agree that the school's primary purpose is to provide educational opportunities to the students within its institution. Parents also understand that it is disruptive to the school for a parent to involve the school (or any of its employees) in domestic legal disputes between the parents and that the school often must pay for legal fees and costs associated with such issues. Therefore, the parent agrees to promptly reimburse the school for all expenditures incurred by the school as a result of the parent's domestic legal disputes, including, but not limited to: Parental disagreements about student's education or placement; divorce proceedings; custody proceedings; and/or modifications of custody proceedings. Cost incurred may involve reasonable attorneys' fees/costs to prepare for and/or attend depositions, trials, or hearings; communication with parent or parent's counsel, guardians ad litem or attorneys ad litem; respond to subpoenas; drafting letters or motions; and performing research. Costs include the cost of copying documents, providing records, engaging substitute teachers or temporary employees, computerized research, and travel expenses. Parent agrees to reimburse the school for such fees/costs within thirty (30) days of school billing parent for such expenses. Any dispute between the parents regarding which parent may owe which portion of the bill should be resolved between the parents so that the bills for reimbursement to the school can be paid on a timely basis. Parent's failure to pay such fees/costs promptly will result in dismissal of the family from the school.
- **PARTICIPATION IN ACTIVITIES.** I/We consent to the student's school attendance, participation in excursions, trips, and activities (including but not limited to athletic programs, club programs, performing arts programs, off-campus events, field trips, group trips, camps, sporting events and other school-related travel or activities) during regular school hours and beyond the end of the school day, on and off campus (collectively referred to as "activities" and each individually as "activity"). I/We acknowledge that each of the activities has certain inherent risks, such as a risk of injury or illness due to nature of the activity; transportation to or from the activity; the condition of the premises, environment, or any equipment used in connection with the activity; the actions, inactions, or negligence of the student or others; loss or theft of property; lack of immediate access to medical care; and other risks not reasonably foreseeable at this time; and I/we expressly assume all such risks arising out of the student's participation in the activities. If there is any activity in which I/we feel the student should not participate, I/we will notify the school immediately and at least 24 hours before the activity commences.

- **EDUCATIONAL OUTCOMES:** The school does not guarantee any specific type of educational program, class size, class placement, enrollment cap, employees, teaching style, curriculum, benefit, or outcomes.

FINANCIAL RESPONSIBILITY:

I/We hereby commit to pay all financial obligations to the school on or before the due date and understand that:

- Application, Registration, Tuition, and miscellaneous fees are **non-refundable and non-transferable.**
- Annual Tuition and fees are due in full prior to July 1, 2026.
 - Annual Student Technology fee is payable with your tuition payment.
 - Field trip fees are due with your tuition payment.
- There is a service fee for all NSF returned items.
- If payment is more that 14 (calendar) days late, you will be charged a late fee of \$500.00.
- There will be a replacement cost charged for any lost and/or damaged textbooks.

Signature of Father/Guardian: **Date:**

Signature of Mother/Guardian: **Date:**

NCS TECHNOLOGY POLICY

Every student (and parent who desires their child to have access to school technology) must comply with the following rules of access:

- Nothing done on a school computer shall be considered private. School officials are authorized to access any student's material at any time;
- Students will only access the internet from a computer when a teacher is available to monitor the students' activities;
- The school has the right and ability to recall all sites accessed by the students;
- The school shall maintain site-blocking software to block and filter out inappropriate sites;
- No student shall:
 - Attempt to bypass any site-blocking hardware or software, including, but not limited to VPN servers and extensions
 - Access anything contrary to the Statement of Faith, Mission, Vision, and/or Core Values of Northwest Christian Schools, (including but not limited to anything: sexually inappropriate or suggestive in nature, blatantly offensive, ungodly material, lewd or obscene language)
 - Send and/or receive messages to/from other internet sites without teacher supervision and/or authorization
 - Use another person's password
 - Trespass into another person's folders, files, or digital profile
 - Violate copyright laws;
 - Buy or sell anything via the internet;
 - Change any of the computers' set-ups or settings.

NCS Electronic Media

NCS continues to explore the ways in which online communication and collaboration through electronic media can empower teachers, students, parents, and staff. NCS understands the importance of these interactions to provide updated communication and share campus highlights.

Electronic media includes all forms of social media, such as text messaging, instant messaging, electronic mail (e-mail), web logs (blogs), electronic forums (chat rooms), video-sharing websites (e.g. YouTube), editorial comments posted on the Internet, and social network sites (e.g., Facebook, X, LinkedIn, Instagram). Electronic media also includes all forms of telecommunication such as landlines, cell phones, and web-based applications.

At Northwest Christian Schools of Lacey (NCS), teachers, students, staff, and other school community members use electronic media as a way to connect with others, share resources, create educational content, enhance the classroom experience, and network within and outside of the school community.

Below are guidelines for members of the school community (students, parents, faculty, administrators, and staff) who represent NCS in social media spaces and interact with one another.

- Use good judgment - Regardless of your privacy settings, assume that all of the information you have shared on your social network is public information; in addition, avoid engaging in postings of an inappropriate nature (related to controversial issues or cyberbullying).
- Be respectful - Always treat others in a respectful, positive, and considerate manner and do not disparage the school or school community members through social media.
- Be confidential - Do not publish, post, or release information that is considered confidential or private. Online "conversations" are never private. Do not use social media to address any concerns or frustrations.

- Respect private and personal information - Never share or transmit personal information of students, parents, faculty, staff, or colleagues online.
- Post images with care - Respect brand, trademark, copyright information and/or images of the school and do not post photos of students who are on the "Do Not Photo" list.

Students and Parent/Guardians Acknowledge That:

The school's internet filter is in compliance with the Children's Internet Protection Act (CIPA). The filter applies to any device that is connected to the school's wireless connection, whether it is a school-issued Chromebook or a personal laptop. However, the school has no way of filtering student's personal cell phone or devices that have internet or personal "hot spots" that are separate from the school's Wi-Fi.

Students Are Prohibited From:

- Using personal "hotspots" outside the school's network.
- Bringing a cell phone on premises that infects the network with anything designed to damage, alter, destroy, or provide access to unauthorized data or information.
- Processing or accessing information on school property related to "hacking," altering, or bypassing network security policies.

Lost, Stolen, Or Damaged Devices:

Each user is responsible for his/her own cell phone and should use it responsibly and appropriately. NCS takes no responsibility for stolen, lost, or damaged cell phones, including lost or corrupted data on those devices. While school employees will help students identify how to keep personal devices secure, students will have the final responsibility for securing their cell phones.

Usage Charges:

NCS is not responsible for any possible device charges (i.e. apps a student downloads during class) to your account that might be incurred during approved school-related use.

Network Considerations:

Users should strive to maintain appropriate bandwidth for school-related work and communications. NCS does not guarantee connectivity or the quality of the connection with personal devices. NCS is not responsible for maintaining or troubleshooting students' personal electronic devices.

During the course of the school year, additional rules regarding the use of personal devices may be added or modified.

School specific personal technology policies are included in each school's Student/Parent Handbooks. The current handbook can be accessed through the link provided below. Handbooks are updated annually and made available through the FACTS Family Portal.

[NCA Student/Parent Handbook](#)

NCS COPPA STATEMENT - Parents of school-age children under the age of 13,

In order for Northwest Christian Schools of Lacey to continue to be able to provide your student with the most effective web-based tools and applications for learning, we need to abide by federal regulations that required parental permission as outlined below.

Our school utilizes several computer software applications and web-based services, operated not by this school, but by third parties. These may include Quizlet, Renaissance Accelerated Reading, Google classroom and similar educational programs.

In order for our students to use these programs and services, certain personal identifying information, generally the student's name and email address, must be provided to the website operator. Under federal law entitled the Children's Online Privacy Protection Act (COPPA), these websites must provide parental notification and obtain parental consent before collecting personal information from children under the age of 13. For more information on COPPA, please visit [Federal Trade Commission Complying with COPPA: Frequently Asked Questions](#).

The law permits schools such as ours to consent to the collection of personal information on behalf of all of its students, thereby eliminating the need for individual parental consent given directly to the web site operator.

This form, when signed below and on file, will constitute consent for our schools to provide personal identifying information consisting of first name, last name, email address (provided by the school) and username to the following web operators: Quizlet, Renaissance Accelerated Reading, Google classroom and the operators of any additional web-based educational programs and services which our schools may add during the upcoming academic year.

**I/We agree we have reviewed the terms within the School Technology Policy and NCS COPPA Statement.
I/We have reviewed these policies with our student.**

Signature of Parent/Guardian: DATE:

Signature of Student: DATE:

*Please sign & return this form to the NCA office. **Form must be signed & submitted every year.***

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