



Cornerstone Academy

I-20 Admission Process Overview & Consulate Document Requirements

The following items are required to register for admission:

1. Application Part 1 with \$300.00 U.S. Fee
2. Appointment required with guardian/appointee at school location in San Francisco or another location designated by school official.
 - a. Interview consists of: I-20 qualifications, Student Proficiency, Review of student's academic report cards, tour of the school, student handbook review, etc.
 - b. Application Part 2 Form (given with student handbook)
3. Remaining I-20 Requirements Forms turned in to school official for I-20 processing. (all points completed).
 - a. Submit Recommendation Letters of the following:
 - i. English Proficiency
 - ii. Math Proficiency
 - iii. Optional Personal Recommendation
 - iv. Personal Statement
4. Official I-20 Document ready for pick-up
5. I-901 Port-of-Entry Document generated at time of I-20 pick-up.

Upon receipt of these forms, the Admission committee will review the file. The Committee's decision is based on the contents of the file alone unless the applicant has toured the school and met with the registrar. Enrollment at the school is limited. Should we receive applications with similar or equal credentials, slots are awarded according to the school handbook requirements, then on a first-come, first served basis. An Official I-20 document will then be issued from the school to the student prior to U.S. Consulate interview.

US Consulate Document Requirements:

1. Notarized letters of the following required:
 - Parent to give "guardianship of student" to guardian in the United States (Parents authorize guardian to take guardianship)
 - Guardian to take "responsibility of guardianship" of student in the United States (Guardian accepting guardianship role of student)
2. Guardian income (work stub if available)
3. Bank statement (both guardian & parents)
4. From student:
 - Birth Certificate – (copy)
 - Passport(if available) – (copy)
 - Health Immunizations – (copy_
 - Transcripts from current school as well as the past two years or from 9th grade, depending on what grade applying for. – (school letterhead & translated into English)