F-1 Visa Application Process

1. The application for F-1 Visa (Non-Immigrant Foreign Student Visa Status) understands visa application (or reinstatement) process and related regulations set by Department of Homeland Security (DHS), and agree that Georgia Christian University (GCU) is not responsible for the denial by DHS. 학생은 F-1 Visa (유학생체류자격) 신청 또는 재임명청구의 과정과 관련된 국토 안보국이 정한 법령을 충분히 이해하며, 조지아크리스챤 대학은 비자 거부에 대한 책임이 없음을 동의합니다.

2. In case of denial, all tuition is refundable in a form of GCU school check except for the administrative expenses in the amount of $900.00 which includes International Student Fee, Application Fee, SEVIS I-20 Application Fee, and SEVIS I-901 Fee. 학생의 F-1 VISA 신청이 거절된 경우 국제 유학생 수수료 $500, 등록비 $100, SEVIS I-20 신청비 $100, SEVIS I-901 Fee $200 을 제외한 전체 예탁 금액을 대학의 당좌수표의 형태로 환불 받을 수 있습니다.

3. In case of tuition refund, the applicant must submit or mail the signed original copy of Tuition Refund Request Form to the Office of Admissions and Records. 예탁금에 대한 환불을 신청할 경우, 신청인은 등록금 환불 신청서 원본의 내용을 기재, 날인한 후 대학 입학 관리실로 방문 접수 또는 우편 접수해야 합니다.

4. The tuition refund is available in 12 to 16 weeks from the date of initial process of tuition refund. 전체 환불에 소요되는 기간은 초기 환불 신청일로부터 12 주에서 16 주입니다.

5. The applicant for tuition refund is responsible for filing Information Correction Request in case of different mailing address. In case of returned mail or misplaced tuition refund check, GCU is NOT responsible for any fees in regards to canceling or reprinting the refund check. 신청인은 우편주소 또는 연락처가 변경되는 경우 학생 정보 변경원을 제출할 책임이 있으며, 만일 환불된 등록금이 주소지 착오로 인해 전달이 되지 않는 경우, GCU 는 환불금의 취소 또는 재 발행에 대한 책임을 지지 않습니다.

I have read the above statement thoroughly, and agree to the terms of this statement.

Applicant’s Name: _____________________________________

Signature: ____________________________________________ Date: __________________________

______________________________

1 This form must be retained in the applicant’s file for 5 years.
APPLICATION INFORMATION FOR SEVIS I-20

Form I-1

Name: ___________________________ Date: ___________________________

_Last, First_ mm/dd/yyyy

*This information is required.

1. Admission Number (located in the top left corner of your I-94)

2. Driver’s License Number:

Driver’s License issued State:

3. Social Security Number:

4. Individual Tax Payer ID Number:

5. *Foreign Address

6. U.S. Address

<table>
<thead>
<tr>
<th>Number of Street</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
</table>

7. Cell-phone Number: ___________________________

8. Home-phone Number: ___________________________
TRANSFER CLEARANCE REQUEST

Georgia Christian University SEVIS Code : ATL214F01603000

In order to complete your registration, you must submit this completed form with application.

Session of Application:  
- Fall 20___  
- Spring 20___  
- Summer 20___

Applicant’s Name: ________________________________

SUVIS I-20 #: ______________________________________

Current Address: __________________________________

Contact Number: ________________________________

Please sign the authorization below and ask your international student advisor to complete the next page of this form and send back to admissions@gcuniv.edu, fax to 770-279-0308, or return it directly to the Georgia Christian University Admissions Office.

I give permission for any school to release the information requested on page 2 of this form.

X_________________________________________ Date: _________________________

Student Signature

----------------------------------------------------------------- See Next Page-----------------------------------------------
TO BE COMPLETED BY THE INTERNATIONAL STUDENT ADVISOR:

1. Is this student currently attending the school he/she was last authorized by USCIS to attend?
   A. ________ Student did not report to this school.
   B. ________ Student reported to this school but did not register or attend classes.
   C. ________ Student is currently enrolled in a full-time program. Student has been enrolled in this program since__________________________, and the current program date is _____________________ to ____________________.
   D. ________ Student is not currently studying, but began studying in this program on ________________, and completed the course of study on _____________________.
   E. ________ Student was register for this program, but did not complete the course of study. Dates of attendance were______________________________.
   F. ________ Other: ________________________________________________________________________________

2. Is the student currently taking on authorized vacation period? YES ______ NO ______
   IF YES, please make sure # 1-D above is answered.
   IF YES, please include end date of the authorized vacation period: ____________________________

3. Student has met all obligations to this school and is eligible to transfer: YES ______ NO ______

4. To the best of your knowledge, this student is eligible to transfer to Georgia Christian University by one of the following procedure:
   ______________ School Notification
   ______________ Reinstatement (Student is currently in violation of his/her status)

5. If eligible for transfer, what is the anticipated SEVIS release date? __________________________

6. Additional Remarks: _____________________________________________________________________

Office Use Only

Name: __________________________ Title of Position: __________________________
School Address: __________________________
Email Address: __________________________ Contact Number: __________________________
Signature: __________________________ Date: __________________________

International Student Advisor
Agreement for Transferring International Student

Form I-3

1. Once an ESOL student is accepted into the degree programs at Georgia Christian University (GCU) or any other post-secondary educational institutions, he/she is not eligible for readmission in the School of ESOL at GCU. 

2. After transferring to any GCU’s diploma, undergraduate, or graduate programs, any students failing academically shall be liable to his/her termination of visa status. GCU is NOT responsible for any changes in his/her legal status with Department of Homeland Security (DHS) once the student is terminated. 

3. If an international student is applying for reinstatement, he/she MUST go through all GCU admission process and be responsible for any fees incurred; however, GCU holds the non-negotiable rights for denying any application. 

4. Any transferring international student shall enough time and efforts to be acquainted with GCU’s admission policies and program regulations prior to taking actual courses. In case of needs of assistance, please visit International Student Advisor. 

I have read above statements thoroughly and agree to the terms of the statements. 

Applicant’s Name:_______________________________________ 
Signature: ______________________________________ Date: _______________________________ 

This form must be retained in the applicant’s file for 5 years. + + + + + + + +