

International Students

Because Nichols School is an academically challenging institution, an applicant's school grades, entrance exam test scores and personal interview are important factors in the admission process. But when considering an international student's application to Nichols, the admission committee also looks at proven English proficiency, achievement outside the classroom, community involvement and personal interests.

International applicants must apply through an organization recognized by the Council on Standards for International Educational Travel (CSIET) located at <http://www.csiet.org>. In the past, Nichols has worked with *Nacel Open Door* and *Forte International Exchange Association*.

International Applicants must also apply in the same manner as domestic applicants. An application may be easily downloaded off of our website at <http://www.nicholsschool.org/admissions/apply/application.asp>. Additionally, international applicants are required to complete an extensive phone interview with the Director of Admissions.

Application for Admission Process for International Students

1. **Contact placement organization at <http://www.csiet.org>.**
2. **Submit Nichols School application.** Complete the application form and return it to the Office of Admissions. There is a \$75 processing fee.
3. **Submit General Information form** and return it to the Office of Admissions.
4. **Submit transcripts.** Ask the school that you are now attending (or have attended most recently) to mail a certified transcript and/or, if applicable, official examination results.
5. **Submit test scores.** All applicants must take the Test of English as a Foreign Language (TOEFL) if English is not their native language. Please go to www.ets.org/toefl for more information about the TOEFL exam. Applicants may also register for the TOEFL at that site. The TOEFL code for Nichols School is 1791.

In addition to the TOEFL, applicants for grades 9, 10, and 11 may also take the Nichols School Admissions test. To do so, you must contact someone from your current school and ask them to proctor the Nichols School admissions test. The proctor must be a teacher or counselor. Once a proctor is confirmed and has contacted the Nichols School Admissions Office, testing will be mailed to his or her attention. When the testing is complete, the proctor will return the examination materials to Nichols School for scoring. Note, all mailing materials and costs will be billed to the applicant accordingly.

6. **Submit teacher evaluations.** Please download the appropriate teacher recommendation forms and have your instructors complete them. Upper School

applicants must provide a recommendation form for English, Math, and Foreign Language. Middle School applicants must provide an English and General Recommendation form.

7. **Personal Statement and/or Essay.** Please submit a three page double-spaced typed personal statement.
8. **Student Interview.** All Nichols School applicants must have an interview, which can be completed in person or over the telephone. Steps 1 – 7 of the application process must be completed before an interview can be scheduled. Applicants should contact Laura Yusick, Director of Admissions, at lyusick@nicholsschool.org to set up a phone interview. Please reserve one half hour for this interview.

All of the relevant items listed above must be completed and/or received in the Admissions Office before the file will be reviewed for acceptance to Nichols School.

Enrollment to Nichols School Procedure for International Students

Upon notification of acceptance to Nichols School, complete the following if you choose to attend Nichols.

1. **Submit \$500 Deposit.** The \$500 non-refundable deposit is required of all students who plan to enroll to Nichols. You can send a money order or check payable to Nichols School.
2. **Submit the Enrollment Agreement.** This, along with the \$500 deposit, secures your enrollment to Nichols. Nichols will generate and mail an I-20 form to you upon receipt of the deposit and enrollment agreement.
3. **Obtain F-1 Student Visa.** Upon receipt of the I-20 form from Nichols, you must present the I-20, along with any other required documents, to a U.S. consulate or embassy in your home country in order to apply for a student visa. Most consulates and embassies have detailed information about this procedure on their web sites. We suggest you apply for your visa as soon as you receive your I-20, since the application process may take several weeks.