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WELCOME!

Welcome to the International Student Housing Program of Lakeview Christian Academy. We are glad that you are here, and we look forward to the contribution you will make to our student body.

It is my prayer that our student residence will become your “home away from home.” I expect that you will have many fond memories of your life in the student residence. You will form friendships within your residence family that can last a lifetime.

I pray that you will lead a life that reflects your love of God; that His example will guide you in your conduct while here and in the respect you will show to others. The policies and guidelines of this handbook are in place to support your growth as a child of God.

Just as different families have different guidelines that family members obey, so this home has guidelines that may be different from those of your home. Any time there is a group of people living together as a family, certain guidelines become necessary. While we strive to live our lives as Christians, from time to time our sinful natures show themselves. It is for this reason these guidelines are explained in this Student Housing Handbook. Please read them carefully and become acquainted with them. Please ask your house parent(s) or me for clarification if any of them are unclear to you.

Again, welcome and I pray that you will have a productive and blessed year!

Mrs. Kristin Brown

SEVIS DSO/Assistant Administrator

LAKEVIEW CHRISTIAN ACADEMY

Admission is limited to high school aged students that are 15-18 years old (F-1 students only). Lakeview Christian Academy is an independent Christian school. Students must expect to be exposed to a Christian worldview at school and within the group home environment.

Lakeview Christian Academy does NOT provide specialized English instruction, so students must be fluent in the English language to be considered for admission. ESL study halls will be provided for students to assist with the English language.

Lakeview Christian Academy is a private college preparatory school and does not operate like a public school in the United States. All of our families have to pay for the services provided by the school above and beyond the taxes they pay in the community. Therefore, in an attempt to provide all services offered by the school, we bundle/package all services into one cost in order to relieve exchange students and their parents from the burden of having to pay individually for services. The annual fee must be paid (wire transfer) before an I-20 issued.

The single fee charged for an academic year will cover all of the following: tuition, registration fees, textbook fees, field trip/retreat fees, hot lunch fees, milk fees, athletic fees, administrative fees, and student health insurance, group home house parent's stipend, group home food, group home supplies, group home renter's insurance, and a portion of all costs associated with maintaining the group home.

Exchange students are expected to pay all travel costs associated with arrival/departure to/from the United States, all costs associated with obtaining a student visa in your home country, all costs not covered by the health insurance (deductibles, etc.), and provide a sufficient amount of monthly financial support for exchange student's miscellaneous leisure spending.

Depending on the age/grade level of exchange student there is the possibility that he/she could participate in what we call a 'senior' trip. This trip takes place at the end of the school year after graduation. Due to the significant optional nature of this activity, there would be an additional charge if the exchange student qualifies for the trip and chooses to participate in the trip. Additionally, these students participate in a number of fundraising events throughout the school year in order to keep the cost to each student at a minimum for the trip. An exchange student planning on participating in this event would be reasonably expected to participate in the fundraising activities.

Exchange students will provide the following to be considered for admissions to the LCA program:

- New Enrollment Application for International Student Admission (NEAISA)
- Certificate of Health for International Student (CHIS)
- High School Academic Record
- Skype Interview

NORMAL WEEKDAY SCHEDULE

6:00 am-7:00 am	Breakfast, shower, and dress for school
7:00 am-7:50 am	Bus to school
8:00 am-3:15 pm	In school
3:30 pm-4:30 pm	Bus to home
4:30 pm-5:00 pm	Get settled
5:00 pm-5:45 pm	Dinner
5:45 pm-6:15 pm	Clean up after dinner
6:15 pm-9:15 pm	Homework/Chores/Visiting time
9:15 pm-11:00 pm	Free Time
11:00 pm	Bedtime

WEEKEND SCHEDULE

The weekend schedules will vary. Students will have a lot of flexibility, but will be expected to attend to their assigned chores and be present for meals. House parents will provide many leisure opportunities. Students must request permission from the house parents to do anything outside of the home.

HOUSE PARENTS

Each group home will have house parents. The house parents are the primary contact for students when they are not in school. House parents are Christians and attend local Christian churches. Students will be expected to attend church with the house parents.

ROOMMATES

Each bedroom is equipped with bunk beds, so two students will share a bedroom. Students will be assigned one roommate. Students are asked to treat their roommates and their roommate's property with Christian love and respect. Changes to the room assignments and roommate assignments made by the SEVIS DSO will be rare, and will only occur if all the following steps have been followed:

- If roommate difficulties arise, students should first try to work them out by talking directly with the roommate. "If your brother sins against you go and show him his fault, just between the two of you." (Matthew 18:15)
- If this does not work, students are asked to bring their issues to their house parents. House parents will work with the roommates to resolve problems ONLY AFTER the roommates have tried working out the problem(s) together.
- Roommate changes will not be considered based on issues regarding snoring. The house parents can provide possible interventions for the roommates, but room changes will not be made for this reason.
- No roommate changes will be allowed during the first grading period (six weeks).
- If after the first six weeks a student wishes to change rooms or roommates, BOTH roommates must make a request to the SEVIS DSO in person. Remember, roommate changes are RARE.
- The SEVIS DSO and the house parents must approve the request before a change can be made.

VISITORS AND GUESTS

All visitors and guests must be approved by the house parents.

Daytime Visitors

Residents may have ONE guest visit them during the school week visiting times of 6:15 pm- 9:15 pm. A guest is only allowed to visit in the house a maximum of TWO times during any school week.

- Any visitor must be signed in and out by his/her sponsoring student resident. In order to sign-in a guest, the sponsoring student must present their guest in person to a house parent.
- Sponsoring residents must keep their guest with them at ALL times during the visit.
- The sponsoring student is responsible for explaining all student residence guidelines and is responsible for the behavior of his/her guest.
- If a visitor is of the opposite sex, visitation is limited to the common areas in the home (no bedrooms).

Weekend Visitors

A resident may have a visitor spend time in the house during the weekend only when permission is granted by the house parents.

Overnight Visitors

Overnight visitors will not be allowed at the house.

PERSONAL PROPERTY

It is our prayer and hope that all students will treat each other's personal property with care and respect. Students should not borrow other student's personal property without permission. Students should keep your personal space neat and clean. Do not keep large amounts of cash in your room. If any problems arise, students need to speak with their house parents.

PROPERTY DAMAGE

Any damage done to house property should be reported immediately to the house parents for safety and repair purposes.

- Students are financially responsible to pay for any damages or additional cleaning costs to house property due to unreasonable treatment.
- The determination of residence damage or cleaning assessments will be made by the SEVIS DSO and the house parents.
- If a student is in need of maintenance assistance, for example, a repair of a loose towel bar or replacement of a light bulb they need to request the repair from a house parent.

CHORES

Students will be expected to help out around the house. House parents will assign chores that will need to be done on a daily and weekly basis. Some examples of chores will include cleaning, washing clothes, cooking, washing dishes, etc.

MEALS

Students will be expected to be present for all meals unless permission has been granted by the house parents. On school days, lunch will be provided at school. On school days and weekends, breakfast, lunch and dinner will be provided in the group home. House parents and students will determine menus. Students will not be permitted to keep food in bedrooms.

KEYS

Each student will be issued a house key. Students are expected to keep their key with them at all times when they leave the house. Lost keys present a serious security risk to ALL students; therefore, students are required to immediately report lost keys to the house parents.

SICKNESS

Whether a student is sick enough to miss school is a decision that will be made by the house parents, not the students. If the student is too sick to attend school, the house parents will notify the school by 8 am. If a student becomes ill at school, the SEVIS DSO will determine if the sick student can go home.

Students cannot excuse themselves from school. Participation in co-curricular activities (including practices) is not permitted on days when a student misses school for illness. This does not include doctors' appointments or school-related absences.

Medical Insurance

Students are provided with health insurance. If a student needs to see a doctor, the house parents will make the arrangements. Students are financially responsible for any costs not covered by the health insurance.

ALCOHOL/TOBACCO/DRUGS

As stated in the Lakeview Christian Academy's student handbook, possession of, or using alcohol, tobacco or illegal drugs is a major infraction. It can result in expulsion from school and deportation.

Periodic room checks will be conducted to maintain an alcohol, tobacco, and drug free student residence.

DRIVING

International students will not be permitted to obtain a US driver's license or drive a vehicle while attending LCA. International students riding in another student's car must have permission from the parents of the driver and from their house parents before being a passenger.

DISCIPLINE

When dealing with any student, times will arise when the student will deviate from the guidelines of acceptable behavior. In general discipline matters, the house parents will be in charge of working with the student(s) and the parents (if necessary). In matters of a more serious nature, the school Administrator and Assistant Administrator may be included. Flagrant violations of any guidelines or repeated infractions or confrontations with adults and other students are grounds for immediate dismissal. If a student's behavior is bad enough, expulsion and deportation could be the result.

COMPUTERS

There will be Wi-Fi access in the home. This access is available from 6:00-7:00 am and 4:00-11:00 pm on school days, and 6:00 am-12:00 am on weekends. Students are permitted to have personal computers in their rooms; however, students must follow the general guidelines or COMPUTERS WILL BE CONFISCATED by house parents.

- A printer will be provided that everyone in the house can use.
- If a student is being restricted to their room for discipline purposes, computer use will be restricted.
- Students are not allowed to use the internet for accessing web-sites, games, or programs that have been deemed inappropriate by house parents.
- A student's computer use cannot interfere with a student's academic/social progress.

- Computers must be shut down at 11:00 pm on school nights and by 12:00 am on weekends. After this time computers must be on the student's desk or dresser and not on or near their beds.

SIGNING OUT

Any time a student leaves the house, he/she must sign out. For the students' protection, house parents need to know where students are when they are not in the house. Therefore, failure to sign out, or giving incorrect information are issues taken very seriously and discipline will result if necessary.

SOCIAL PLANS

While we encourage students to form new friendships, they need to get approval from their house parents when making after school or weekend plans.

DRESS CODE

While the house is a "home away from home," it is also part of the school. Students will be expected to follow general school guidelines when it comes to dress. The complete school dress code appears in the LCA parent/student handbook. Some key points to be aware of include:

- Shirts must be worn at all times.
- No alcohol/tobacco/drug or suggestive logos on clothing.
- No immodest clothing (no low shirts or short shorts).
- No visible underwear (applies to males and females).

CELL PHONES

Students are encouraged to communicate with their biological parents and family on a regular basis.

- House parents will provide students with their cell phone contact information, and students are encouraged to use that number as the need arises.
- Students will be asked to share their cell phone contact information with the house parents to facilitate communication.
- House parents have the right to terminate any phone call or online communication as they deem appropriate. Students are not to be talking on cell phones after curfew.

PUBLIC DISPLAY OF AFFECTION

We believe that relationships between members of the opposite sex should be known by the highest qualities of Christian love and friendship.

- There is to be no inappropriate physical contact between male and female students.
- This means that male and female students are not to be holding hands, kissing, hugging, giving massages, or showing any kind of public displays of affection.

RESIDENT CONTRACT

Student

I, (please print name) _____, have reviewed the Student Residence Handbook and agree to abide by the policies it contains. I subject myself to the direction and discipline of the house parents.

Student Signature

Date: _____