

The Albany Academies

APPLICATION PROCESS FOR INTERNATIONAL STUDENTS

- ✓ **Application for Admission** – The general application deadline is February 15th; however, applications received after that date may be considered on a space available basis.
- ✓ **Application Fee** – A non-refundable **\$250.00** application fee is required for International Applicants. Payment can be sent in the form of International Money Order made payable to: *The Albany Academies*.
- ✓ **Affidavit of Support & Bank Statement** - Please submit proof of support in the form of an official bank statement with your child's application reflecting the full amount of tuition. This amount must be reflected in U.S. Dollars.
- ✓ **Student Application** – The student portion of the application must be completed by the applicant in his/her own handwriting without the assistance of an adult.
- ✓ **Teacher Recommendations (3)** – Three academic recommendations are required: One from the applicant's current MATH teacher, ENGLISH teacher, and SCHOOL COUNSELOR, PRINCIPAL, or HEAD OF SCHOOL. All recommendations must be completed in English. Recommendations may be faxed or mailed.
- ✓ **Transcript** – All grades must be translated in English; transcripts must reflect both the current year and two previous years of education. In addition, complete health records are required.
- ✓ **Entrance Exam** – All applicants are required to take an entrance examination during the application process. If a student is unable to visit the school and take the examination, the examination will be taken at the applicant's current school and proctored by a school official.

*The SSAT can also satisfy the required Entrance Exam requirements.

The logo for The Albany Academies features the text "The Albany Academies" in a white serif font. "The Albany" is positioned on a red rectangular background, and "Academies" is on a blue rectangular background.

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- ✓ ***English Requirements** – All non-native English speaking applicants are required to submit SSAT or TOEFL exams; please have the results sent to The Albany Academies.

For SSAT use school code: 1167
For TOEFL use CEEB code: 330035

- ✓ **English** – International applicants must be fluent (reading, writing, and listening) in English. ESL support is not available.
- ✓ **Interview** – All applicants are encouraged to visit for a day on campus; if a visit is not possible a phone interview must be scheduled. Applicants must contact the admissions office at admissionoffice@albanyacademies.org or call 518-429-2300 to schedule an interview.
- ✓ **Health Insurance** - International students are required to purchase a health plan offered through our schools; information regarding the plan will be sent to you with the enrollment contract. The school will bill you for this plan.
- ✓ **Housing** - Applicants to The Albany Academies may either make their own arrangements for off-campus housing or use an assigned host family provided by the school. The number of host families provided by The Albany Academies differs from year to year and is on a first come - first serve basis.
- ✓ Applicants whom decide to make their own hosting arrangements must provide proof of living arrangements. This proof must be submitted in the form of a letter to the admissions office by the host family. Please note: The Albany Academies no longer offers an on-campus boarding program.
- ✓ **I-20** – Student visa's will be created and issued only after return of the contract and requisite deposit have been received. Only after the deposit is received is the student considered officially enrolled and eligible for visa paperwork.