

1. When a student has been accepted by California International Theological Seminary (CITS), he or she must pay a one-year total tuition and other fees. Individuals in a nonimmigrant status who are in the United States must first acquire F-1 status, then enroll in school.

加州國際神學院（以下簡稱 CITS）對申請人所提供的文件資料審核並對其錄取後，方簽發 I-20 表格。申請人須繳納一學年所需的學費及其他各項費用。如果申請人在美國境內轉換身份，須在移民局對其身份核准通過後方可開始上課。

- a. If the tuition or other fees is adjusted within the first year of the applicant's studying, CITS will notify it in writing, then he or she must make up the difference. If the applicant refuses to make up the difference, CITS has the right to terminate, and the prepaid tuition and other fees will not be refunded.

如果 CITS 在申請人就讀的第一學年內調整收費標準，會提前以書面形式通知，其必須補交差額。如果該申請人拒絕繳納差額，則 CITS 有權利終止其學習，剩餘費用不予退還。

- b. The applicant must attend four full quarters (one year) and/or complete program before transferring or dropping out. Any drop of classes or transferring during the first year will regard as voluntary abstention, and the remaining prepaid tuition and other fees will not be refunded. The applicant takes no responsibility for the absence due to force majeure as illness, injuries; however, he or she must be diagnosed and certified by the doctor.

申請人須在 CITS 完成四個學季即一學年的課程學習後方可轉學或退學。其在第一學年內任何轉學或退學的行為均被視為自動放棄學籍，預繳的剩餘費用將不予退還。如有不可抗拒的原因，例如傷病，須經醫生診斷並證明，則不在此限。

- c. When the applicant could not get visa, he or she must submit the application for refund in writing, and CITS will process and refund within 10 business days, but not including Application Fee \$100.00, I-20 Processing and Issue Fee \$335.00, SEVIS Fee \$350.00.

當申請人不能獲得簽證時，須以書面形式提出退費申請，CITS 將在 10 個工作日內處理並退還，但不包括以下費用：報名費 \$100.00、I-20 手續費及簽發費 \$335.00、美國國土安全費 \$350.00。

2. The applicants, who apply for a graduate degree or above, with different academic background must take 12-18 units pre-request courses. Individuals, who are waiting to change to F status from another nonimmigrant status, can choose to study pre-request courses on their own and take the exam. If he or she fails the exam, CITS will not accept admission and refund the remaining prepaid tuition and other fees.

申請研究生及以上學位的申請人如就讀專業不同，須補修 12-18 學分的聖經課程。所有涉及在美國境內轉換 F1 身份的申請人，可在等候期間自修課程並參加考試。如申請人成績未達到標準，本學院將不予錄取，剩餘學費將退還。

3. As an F student, you must regularly report any changes to your designated school official (DSO) to ensure that your information is correct in the Student and Exchange Visitor Information System (SEVIS). Federal regulations require that you report a change of address to a DSO to maintain your student status. One important piece of information that must be kept up to date in SEVIS is your address. If you move to a new residence and your address changes, you must report this to your DSO within 10 days of the change. Once you do, your DSO will input the new information in your SEVIS record. Remember, if your physical address and mailing address in the United States are different, your DSO must have both. If SEVP tries to contact you while your address is not correct in SEVIS, you will be unable to receive the message and to respond in a timely matter. This could put your SEVIS record at risk for termination.

根據聯邦法規的要求，作為持 F 簽證的國際留學生，您必須定期向指定的學校官員（DSO）報告任何資料的變更，以確保您在 SEVIS 中的記錄準確無誤，從而維持您的學生身份。您的通訊住址是其中最重要的一項，如果發生變更，您必須在發生變更後的 10 天之內向 DSO 報告。完成後，DSO 將在您的 SEVIS 記錄中錄入新的信息。請注意，如果您在美國的家庭住址和通訊地址是不同的，您必須將兩者全部報告給 DSO。如果 SEVP 在您在 SEVIS 中的地址不正確時嘗試與您聯繫，您將無法收到消息並及時回復。這可能會使您的 SEVIS 記錄面臨終止的風險。

4. International students maintain their F-1 visa status by attending full-time. Students must maintain 80% attendance to keep their F-1 visa status. Any absences 20% or more within the quarter may result in the student being out of status and the I-20 will be terminated. In addition, the remaining prepaid tuition and other fees will not be refunded.

持 F-1 簽證的全日制在校國際留學生，每學季必須修滿 12 學分。不滿足要求的學生將失去學生身份。全日制學生出勤率需達到 80% 及以上，在一個學季內任何 20% 以上的缺勤都將導致失去學生身份並終止 I-20。此外，剩餘的預繳學費不予退還。

5. An earned grade of F does not harm your F-1 visa status. That course will not however, count toward earning you certificate. If you fail a required course, you will have to take it again. A grade of F-did not attend or F-did not take the final or W

(withdrawal) indicate you dropped below full-time enrollment and puts you out of status. This will result in termination of your I-20 and the remaining prepaid tuition and other fees are non-refundable.

獲得“F”不會損害您的F-1簽證身份。但是，該課程不會計入您的總成績。“F-缺席”或者“F-缺考/退學”的成績表明您的出勤率低於全日制學生的要求，這將導致失去學生身份並終止I-20，剩餘的預繳學費不予退還。

- Spiritual guidance is one-unit required course, and students must participate in. In case of special circumstances, students must submit an application and get the approval of CITS before they can learn by themselves, then take the exam for basic truth to be conducted once per quarter. Failing the test will require the student to take one three-units Bible course.

靈程指引為必修課（1學分），學生必須參加此課程的學習。如有特殊情況，學生須提出申請並經校方同意後，方可在家學習，但須參加每學季的基要真理考試。如該學生無法通過考試，則須補修一門聖經課程（3學分）。

- Most courses are conducted in English. If the students choose Chinese courses due to poor English proficiency, they must pay \$200 difference.

本學院的聖經課程以英文授課為主，如果學生因英文程度不佳而選修中文聖經課，但須補交\$200 差價。

- If the student has any inappropriate behaviors, such as non-compliance with school discipline, dissemination of false information, disrespect to professors or school staff, academic fraud (plagiarism, cheating on exams), etc., CITS will immediately terminate his/her I-20, and the remaining prepaid tuition and other fees will not be refunded.

學生如有任何不當行為，例如：不遵守校規、散播不實信息、對教授或學院的工作人員言語不敬、學術欺詐（抄襲、考試作弊）等，CITS 將即刻終止其在校學習，並同時註銷I-20，剩餘費用不予退還。

- If the student has any problem in study and life, please contact us in order to protect your rights.

學生如果在學習或生活上有任何問題，請及時與學校相關人員聯繫洽談，以使自己的學生權益受到保障。

I have read, understand, and agree the full agreement. 我已經閱讀、理解並同意此入學同意書的全部內容。

Signature of Applicant 申請人簽字：_____ Date 日期：_____