

**Associated Beth Rivkah Schools, Division of Higher Learning**  
**310 Crown Street, Brooklyn, NY 11225**  
**DHLSeminary@bethrivkah.edu**

***Information Regarding I-20 Student Visa***

A student who is not a US citizen and does not have a "Green Card" should be aware that the Division of Higher Learning does not admit a student entering the United States on a tourist visa.

Student should apply to the school to receive an I-20 Visa. The application should be made well in advance of the student's contemplated departure to the United States.

The student should observe the following procedures:

- Complete and sign a Division of Higher Learning Admission Application.
  - Provide copies of High School transcript and diploma, immunization record and letters of recommendation.
  - After the Dean has reviewed the application, a personal interview with the Dean must be arranged. At the Dean's discretion phone interviews may be substituted for students who are unable to appear in person.
  - After the student has been accepted, the following items should be submitted:
    - **Full tuition obligation**
    - **Copy of student's passport**
    - **"Letter of Support" indicating the name of the person who will be financially responsible for the student while she is attending Associated Beth Rivkah Schools, Division of Higher Learning**
    - **"SEVIS STUDENT REPORTING REQUIREMENTS" letter signed by student and parent**
- Once we receive all of the above, we will issue the I-20.**

For assistance or additional information you may contact Mrs. Yocheved Baitelman or Mrs. Zisel Gurewitz at (718) 735-0400 ext. 1120 or 1121, or by e-mail at [Dhlseminary@bethrivkah.edu](mailto:Dhlseminary@bethrivkah.edu).

If the student has been accepted and needs the I-20 immediately, all the necessary documents should be emailed to [dhlseminary@bethrivkah.edu](mailto:dhlseminary@bethrivkah.edu) and full tuition (US funds) obligation plus the applicable FedEx fee must be paid by credit card. The I-20 will then be sent by express FedEx at your expense.

*Upon arrival in the United States, the student must submit a copy of her I-20, stamped by the INS, to the Division of Higher Learning SEVIS DSO (Designated School Official), Mrs. Sheindel Akselrod.*

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**SEVIS STUDENT REPORTING REQUIREMENTS**

Dear Foreign Student,

We look forward to having you as a student at Beth Rivkah Schools.

Prior to issuing your SEVIS (Student and Exchange Visitor Program) I-20, it is important that you and your parents be aware of the SEVIS – IMMIGRATION reporting requirements for Student Records.

Associated Beth Rivkah Schools must have a file for each foreign student. This information is entered on the SEVIS Website. This file must be updated whenever any change occurs. SEVIS (IMMIGRATION) will **automatically** be informed of any changes.

The student record will include the following information:

1. Student's initial enrollment date at the school
2. End date of the first term
3. Start date of the next term
4. Student's address and any change to that address - **You must provide your DSO (Designated School Official) Mrs. Shaindel Akselrod, with your address in the U.S. Any time you change your address you are required to notify the DSO and your record will be updated.**
5. Student's graduation date
6. Any failure to enroll, maintain status or complete the program - **If you do not come at the beginning of the school year, if you are absent for 10 consecutive days, if you do not maintain satisfactory progress (you do not complete your assignment and tests) this information will be entered on your SEVIS student record.**
7. Date of termination of enrollment and reason for termination - **If you terminate your enrollment, the date of termination will be entered on your student record.**

**YOU MUST ENROLL WITH THE DSO (Designated School Official)  
 Mrs. Shaindel Akselrod, Beth Rivkah, main office 310 Crown Street**

**WHEN YOU ARRIVE IN THE US. BRING A COPY OF YOUR I-20 VISA AND YOUR LOCAL ADDRESS.**

**Failure to do this may terminate your visa**

Please make sure that you understand all of the above. If you do not, please make sure to ask someone to explain it to you.

I have read all of the above and agree to report any changes of address, or any change in my enrollment status to the Designated School Official, Mrs. Shaindel Akselrod. I understand that all changes will be updated on my SEVIS (Immigration) student record as soon as they occur.

\_\_\_\_\_  
 Student's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Parent's Signature

\_\_\_\_\_  
 Date