

# How To Become A Cadet

ORMA  
Admissions Office  
Post Office Box 498  
Oak Ridge, NC 27310  
336-643-4131 (phone)/336-643-1797 (fax)

## **Admission Process**

Admission to Oak Ridge Military Academy (ORMA) comes after a formal review process by the Admissions Committee. An interview is required for acceptance. Exceptions can be made for international or out of state students.

**Parents:** Use the checklist below to make sure you have completed all of the steps necessary in applying for admission to ORMA.

- Return completed ADMISSIONS APPLICATION (along with non-refundable \$100 application fee) completed and signed by the student's parent(s) or guardian(s) responsible for enrollment at ORMA. If primary custody is not with both parents, proof of custody/guardianship is required.
- Contact ORMA to schedule an interview and tour of campus.
- Provide the TRANSCRIPT REQUEST FORM to the guidance office of the student's current and former schools. The schools should send the student's official transcripts (grade reports), health and immunization records, standardized test results (if available), and any supporting documentation (such as an IEP).
- Return the two confidential RECOMMENDATION FOR ADMISSIONS forms. These forms should be filled out by an adult (other than a family member) who has knowledge of the student's personality and behavior. Letters can be from a teacher, guidance counselor, coach, pastor, etc.
- Return completed ADMISSIONS QUESTIONNAIRE. This form is to be filled out by the student. In addition, a personal interview is strongly suggested.

## **Evaluation of Applicants**

Once we have received the completed application and all necessary forms, we can begin to evaluate the candidate for admission. The enrollment decision cannot be made until all of these completed items have been received.

When we have determined that the applicant is the sort of young person who can benefit from and contribute to life at our school, we will notify you of acceptance for enrollment.

## **International Students**

In addition to the required admission documents listed above, international students must submit a financial certification to the Academy showing their parents' ability to pay tuition. Once the application has been approved, the Academy will issue an I-20 form which is necessary to obtain an F1 Student Visa.

### **Campus Visit**

We encourage families to visit our campus as part of our admissions process. A personal interview with a member of our Admissions Team is necessary for everyone involved in this important decision-making process.

When you visit, you will receive a guided tour of our campus grounds and facilities. You will have a chance to ask questions, meet some of the staff who will be working with your child, and form a real impression of what we can (and can't) offer your family in meeting your specific needs.

### **Contact**

Admission Officers are available on weekdays from 9:00 a.m. to 4:00 p.m. for campus tours and interviews. If you would like to schedule a tour, please call the Admissions Department at (336) 643-4131 ext 196, 197 or 145. You may also email us at [tsandiford@ormila.com](mailto:tsandiford@ormila.com) [jshelton@ormila.com](mailto:jshelton@ormila.com) or [ksandiford@ormila.com](mailto:ksandiford@ormila.com)

### **Non-Discrimination Policy**

Oak Ridge Military Academy admits students of any race, color, national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic or other school administered programs.

# How To Become A Cadet International Students

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Each year, a number of applicants from outside the United States are admitted to the Academy. Prerequisites for admission include a reasonable command of the English language or attendance at the Academy's Summer Session prior to fall enrollment. To help international students transition into an English speaking environment, the Academy offers English as a Second Language (ESL) instruction at the beginning, intermediate, and advanced levels.

## **Admission Process**

Admission to Oak Ridge Military Academy (ORMA) comes after a formal review process by the Admissions Committee. A visit to the campus for a personal interview is strongly suggested, although it is not required. We do, however, require that each prospective student complete the Admissions Questionnaire.

**Parents:** Use the checklist below to make sure you have completed all of the steps necessary in applying for admission to ORMA.

- Return completed ADMISSIONS APPLICATION (along with non-refundable \$100 application fee) completed and signed by the student's parent(s) or guardian(s) responsible for enrollment at ORMA. If primary custody is not with both parents, proof of custody/guardianship is required.
- Provide the TRANSCRIPT REQUEST FORM to the guidance office of the student's current and former schools. The schools should send the student's official transcripts (grade reports), health and immunization records, standardized test results (if available), and any supporting documentation (such as an IEP).
- Return the two confidential RECOMMENDATION FOR ADMISSIONS forms. These forms should be filled out by an adult (other than a family member) who has knowledge of the student's personality and behavior. Letters can be from a teacher, guidance counselor, coach, pastor, etc.
- Return completed ADMISSIONS QUESTIONNAIRE. This form is to be filled out by the student. In addition, a personal interview is strongly suggested.

## **Acceptance Process**

Once the application has been approved, the next step in the admissions process is for you to submit a \$2,000 non-refundable International Student processing fee to the Business Office. The Academy will then issue an I-20 form which is necessary to obtain an F1 Student Visa.

Admission Officers are available on weekdays from 9:00 a.m. to 4:00 p.m. for campus tours and interviews. The Admissions Department can provide information about local accommodations for out-of-town visitors. If you would like to schedule a tour, please call the Admissions Department at (336) 643-4131 ext 196, 197 or 145.

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## **Financial Certification**

Basically, the Financial Certification of sufficient funds is to guarantee that you will be able to pay your child's tuition and living expenses while studying at ORMA. This Certification should be in the form of a letter of support from you the parent(s) or guardian, along with your bank statement, showing that you have sufficient funds in your account(s) to pay for your child's tuition. You will need to present this proof of financial support to the American Embassy or Consulate in your own country as well when you apply for the F-1 Visa. Some American Consulates may want to see that you can prove you have more funds before your child enters the United States, so we strongly recommend that you be able to show the Consulate that you have at least \$10,000 in your account(s).

## **I-20**

Upon acceptance into the Academy, each international applicant will be provided with a Certificate of Enrollment (Immigration and Naturalization Service Form I-20). This form, along with the required financial certification, must be taken to the American Embassy or Consulate in the international applicant's country of origin in order to obtain a student visa (F-1) for entry into the United States. Normally, the American Embassy or Consulate will issue an F-1 student visa for a "duration status" in order to enable the international student to complete our high school program through the 12th grade. Once the F-1 student visa is issued by the American Embassy or Consulate, the international student must use their passport and I-20 form together as entry documents when traveling to and from the United States. Passports and travel documents must be given to Academy officials for safeguarding immediately upon arrival at the campus.

To get an I-20, you must submit a completed application and pay the required fees (application fee, and international processing fee). Once the application is complete and all fees have been paid, you will be sent the I-20 within 5 working days. A Form I-20 is what a school issues to a student so that they may apply for an F-1 Visa to come to the United States to study. A school authorized to issue an initial I-20 must make sure that the student has met certain financial and academic requirements. Without receiving an I-20 from a school, you will not be able to get the F-1 Visa.

## **F-1 Visa**

An F-1 Visa is a student visa. Anyone traveling to the United States to pursue academic studies on English language instruction must obtain a student visa. You must apply for an F-1 Visa at the American Consulate in your native country. In order to apply for the F-1 Visa, you will need to have an I-20 from a school that has accepted you for study.

Some American Consulates approve visas in 2-3 days. Others take two weeks, one month, or even six weeks. It really depends on the city, country, and Visa restrictions of each American Consulate abroad. Again, you should plan to apply for your student F-1 Visa several weeks before you come to study at the school you are interested in.

# Parent Questionnaire

1 Describe the student's academic performance, extra-curricular activities, or other accomplishments that best reflect the student's abilities, interests, and character.

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2 What do you consider to be the student's most favorable characteristics and talents? (academic, social, music and arts, athletic, etc.)

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3 Which aspects of ORMA's program have most influenced you to seek enrollment?

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4 What personal qualities or capabilities of the student do you hope to see most improved through the student's ORMA experience?

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5 Why do you believe ORMA would provide a better educational opportunity over the student's current school or other available school choices?

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6 How do you think the student feels about enrolling and participating in classes and activities at ORMA?

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# Admissions Questionnaire

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In order to make a final determination for your admission to Oak Ridge Military Academy, we ask that you provide us with some information about your personality and character as well as your expectations of yourself and the academy. Your honest responses to the following will be a major factor in determining your final eligibility for admission. Please answer each of the following questions. Provide your answers to the essay questions on your own paper. Thank you for your interest in Oak Ridge Military Academy.

What is your full name? \_\_\_\_\_

1. Please rate yourself against your peers in the following categories. Circle the number that best describes your judgment of your own character.

(Circle One)

	<u>Excellent</u>	<u>Above Average</u>	<u>Average</u>	<u>Below Average</u>	<u>Poor</u>
Personal Initiative	5	4	3	2	1
Intellectual Curiosity	5	4	3	2	1
Creativity	5	4	3	2	1
Leadership Potential	5	4	3	2	1
Sense of Humor	5	4	3	2	1
Concern for Others	5	4	3	2	1
Warmth of Personality	5	4	3	2	1
Relationship to Peers	5	4	3	2	1
Relationship to Adults	5	4	3	2	1
Respect for Authority	5	4	3	2	1
Overall as a Person	5	4	3	2	1

2. If you had the power to affect a change on the world, where would you start?
3. Please describe the greatest obstacle you have overcome in your life. What allowed you to overcome this obstacle?
4. What connotations does the phrase “college preparatory” carry with it? What do you think will be expected of you in a “college preparatory” environment and how do you plan to meet those expectations?
5. What do you feel you have to offer Oak Ridge Military Academy? Why do you feel you are a valid candidate for a college-preparatory military school?
6. What do you feel Oak Ridge Military Academy can offer you?

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

# RECOMMENDATION FOR ADMISSIONS

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In order to make a final determination for entry into Oak Ridge Military Academy, letters of reference regarding the applicant's personality and character are required. Your objective opinion of the applicant will be a major factor in determining final eligibility for admission. Please complete both sides of the form and return it to P.O. Box 498, Oak Ridge, NC 27310. Thank you for your time and assistance.

1. What is the applicant's full name? \_\_\_\_\_
2. How long have you known the applicant? \_\_\_\_\_
3. In what capacity have you known the applicant? \_\_\_\_\_
4. Please place the applicant at the appropriate level in each category, with relationship to others you have known of the same age and background.

(Circle One)

	Above		Below		
	Excellent	Average	Average	Poor	
Personal Initiative	5	4	3	2	1
Intellectual Curiosity	5	4	3	2	1
Creativity	5	4	3	2	1
Leadership Potential	5	4	3	2	1
Sense of Humor	5	4	3	2	1
Emotional Stability	5	4	3	2	1
Concern for Others	5	4	3	2	1
Warmth of Personality	5	4	3	2	1
Relationship to Peers	5	4	3	2	1
Relationship to Adults	5	4	3	2	1
Respect for Authority	5	4	3	2	1
Overall as a Person	5	4	3	2	1

5. General comments concerning the applicant's personality and character:

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6. To your knowledge, has the applicant ever been suspended or dismissed from a school?  
YES NO
7. To your knowledge, has the applicant ever been involved with drugs or alcohol?  
YES NO
8. To your knowledge, has the applicant ever been arrested, charged, or cited by juvenile authorities?  
YES NO
9. To your knowledge, is the applicant now or has he/she ever been on probation?  
YES NO
10. To your knowledge, is the applicant now or have he/she ever served time in a juvenile detention center?  
YES NO
11. If you answered YES to any of the above questions, please explain below:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. Is the applicant a child with whom you would want your child to share a room? YES NO

Your Name: (Please Print) \_\_\_\_\_

Home Address : \_\_\_\_\_  
\_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

Professional Position: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Thank you once again for taking the time to complete this recommendation form. We are certain the applicant appreciates your interest. Please return the signed recommendation to Oak Ridge Military Academy, P.O. Box 498, Oak Ridge, North Carolina 27310. If you have any questions, please contact the Admissions Department at (336) 643-4131 or fax (336) 643-1797.

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1. What is the applicant's full name? \_\_\_\_\_
2. How long have you known the applicant? \_\_\_\_\_
3. In what capacity have you known the applicant? \_\_\_\_\_
4. Please place the applicant at the appropriate level in each category, with relationship to others you have known of the same age and background.

(Circle One)

	Above		Below		
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Respect for Authority	5	4	3	2	1
Overall as a Person	5	4	3	2	1

5. General comments concerning the applicant's personality and character:

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YES NO
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YES NO
9. To your knowledge, is the applicant now or has he/she ever been on probation?  
YES NO
10. To your knowledge, is the applicant now or have he/she ever served time in a juvenile detention center?  
YES NO
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
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Your Name: (Please Print) \_\_\_\_\_

Home Address : \_\_\_\_\_  
\_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

Professional Position: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Thank you once again for taking the time to complete this recommendation form. We are certain the applicant appreciates your interest. Please return the signed recommendation to Oak Ridge Military Academy, P.O. Box 498, Oak Ridge, North Carolina 27310. If you have any questions, please contact the Admissions Department at (336) 643-4131 or fax (336) 643-1797.

# Transcript Request Form

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**Instructions to parents/guardians:** Please complete this form, including signatures on the bottom portion, and have it delivered to the guidance office at the student's current school. Please note, it is your responsibility to request these records.

**Student's Name** \_\_\_\_\_  
First Middle Last

The above named student has applied for admission to Oak Ridge Military Academy. At the request of the parent's/guardian's (by the signature below), please send copies of the following material to the Admissions Office at the address or fax number at the top of this form.

1. Academic transcripts (indicating courses, final grades and an explanation of the school's grading system)
2. Complete discipline records
3. Standardized achievement/aptitude test data
4. Any psychological testing information available
5. Attendance records
6. Health and Immunization records
7. A character reference from the Principal/Counselor

Thank you for your cooperation in giving this request your prompt attention.

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## SCHOOL INFORMATION

School Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Country: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_

In compliance with PUBLIC LAW #93-380, my permission is given to forward cumulative records as requested to the receiving school or designated persons.

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

\_\_\_\_\_  
Date

**Parents: Please note it is your responsibility to request these records.**