



ENROLLMENT PROCESS AND INFORMATION

STEPS FOR ENROLLING AT SRISA

1. **Student's must complete Enrollment Application, on-line or by mail, and send in most recent official transcript and application fee to:**

SRISA Registrar
2941 Mossrock, Suite 201
San Antonio, TX 78230
Tel. (210) 340-2675 Fax (210) 340-2680

2. **Once a student is accepted they will receive:**
 - an acceptance letter by mail and e-mail confirmation
 - invoices for program and housing deposits (to be officially enrolled in SRISA student's must have paid deposits)
3. **Once a student is enrolled they will receive an Enrollment Packet with the following items:**
 - official enrollment letters
 - invoices for tuition, housing, and activity fee
 - liability waiver & passport information form
 - student visa information
4. **Additional information we will send you:**
 - course registration form
 - field trip application form
 - pre-departure handbook
 - arrival information
 - packing checklist

Forms and materials that must be returned to the SRISA office in Texas before a student's departure are:

- course registration form
- field trip application form
- liability waiver & passport information
- 4 passport sized photos (semester); 2 (summer)

BEFORE YOUR DEPARTURE

Please remember to obtain a current passport

Please remember to apply for your student visa on time

It is the student's responsibility to obtain these materials. Information can be found at our website: www.santareparata.org

Please contact the U.S. office with any questions or concerns at (210)340-2675 or by e-mail at info@santareparata.org