



Attending RVA while Parents are Not Residing in Assigned Ministry Location

At least one parent of each RVA student is expected to be on the continent of Africa the whole time the child is attending school on the RVA campus. Under certain conditions, special permission may be granted for a student to attend RVA while both parents are absent from the continent of Africa.

STUDENTS (Station/Boarding) ATTENDING RVA while parents are not in Africa:

- Any absence from the continent for any length of time must be cleared through the RVA Student Support Hub Team.
- Failure to contact RVA to request permission for students to remain at RVA while parents are off the continent of Africa will incur a \$500 USD fee (per incident).
- Failure to contact RVA to request permission may result in the student(s) being sent to guardians until parents return.

With approval, students will be allowed to remain at RVA for the following periods of time while their parents are off the continent of Africa:

- a) Seniors may stay for up to three school terms.
- b) Juniors may stay for up to two school terms.
- c) Sophomores and Freshman may stay for up to one school term.
- d) Jr. High (7th and 8th graders) may stay for up to six weeks or half of a school term.
- e) Elementary (K through 6th graders) may not stay for any length of time.

First-year students are not permitted to be at RVA if their parents are not in Africa.

In addition to the above, the following criteria should be met for a parent off-continent request to be approved.

- a) The student's discipline record should not present a concern (no extreme or regularly recurring disciplinary incidents).
- b) It is determined that the student's remainder at RVA while their parent is off-continent is the most beneficial arrangement for them, their family, and/or their family's Africa-based ministry.
- c) The student is expected to be with parents (on or off continent) during term breaks.

*Students must remain in good standing academically, socially, emotionally, physically, and disciplinary-wise from the time of approval throughout the time parents are off-continent. If it is determined that a student is struggling significantly in one or more of these areas, RVA may require a parent to return to Africa, to arrange for their student to join them off continent, or to arrange for the guardian to provide care for the student until the student is reunited with parents or permitted to return to RVA.

Procedure:

1. Parents who plan to be out of Africa while their children are attending RVA are required to seek permission at least one month prior to departure by completing this form: [Parent Off Continent Request](#) or by emailing hubcoordinator@rva.org.
2. The Student Support Hub Coordinator (with input from the Student Support Hub Team) will evaluate the request with consideration given to several factors and will communicate the decision to the requesting parent.
3. Upon preliminary approval of the off-continent request, parents and guardians are required to complete and submit forms available from the Student Support Hub Coordinator in which both parents and guardians acknowledge guardian's acceptance of legal responsibility for the children in the absence of their parents, and if applicable, will arrange for mid-term break care for the children.

Special Note Regarding AIM Station Students: If parents of AIM station students are requesting that their child(ren) remain at RVA while they are on home assignment, the request to be off continent should be submitted as soon as possible. Parents will be informed of dorm availability by June 30. Contingency plans should be made in the event that boarding is not an option.

Reviewed: March 2024