



BEULAH HEIGHTS

UNIVERSITY

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INTERNATIONAL STUDENT HANDBOOK

Beulah Heights University is approved by the United States Department of Justice, Immigration, and Naturalization Service for the training of international students or non-immigrant aliens. Student and Exchange Visitor Information Systems (SEVIS) is the main database governing international students.

In order to be in compliance and to meet all requirements, please read and adhere to the following:

WELCOME

Dear new international students,

Welcome to Beulah Heights University and to Atlanta, Georgia! We are so grateful that you have chosen BHU for your educational experience. We will do our best to make your stay here at BHU a valued experience. For over 100 years, BHU continues to graduate global leaders who are equipped and trained for success in both the ministry and marketplace. Therefore, we are proud to have you become an esteemed member of the growing community of Beulah Heights University!

This handbook is designed to assist you in learning more about BHU, and decrease some of the concerns you may have as an international student. We understand that making the transition of coming to a new country, and starting a new school could be taxing. Therefore, we have developed some helpful information that will assist you throughout your matriculation. Please read this handbook carefully and also familiarize yourself with the BHU website (www.beulah.edu) and the student catalog which provide in depth information on the below processes and procedures as a BHU student.

Here at Beulah, we are a university dedicated to the full success and advancement of each one of our students. Our goal is to provide the services and support that will encourage and enable you to not only start strong but finish strong. Therefore, please feel free to contact us if you have any questions or concerns during your enrollment at BHU. As you move forward on this journey towards obtaining your degree in the states, remember, we are here for you!

Sincerely,

Office of International Student Affairs
dso@beulah.edu



BEULAH HEIGHTS UNIVERSITY'S REQUIREMENTS

ENROLLING INTO A SEMESTER:

An International Student must register (online or in person) for class (es) at Beulah Heights University at the beginning of each semester. Students in F-1 status must be in a full course of study, that is; they must be a full time student.

In order to successfully enroll and maintain F-1 visa status, student must adhere to the following:

- 1. SCHEDULE AN APPOINTMENT TO MEET WITH ACADEMIC ADVISOR**
 - To ensure proper course registration, student must contact the faculty office (*Located in the U-Building*) to schedule an academic advising appointment. The student must be advised by the Department Chair, or one of that's department's "**Official Advisors**" before enrolling in any semester course work.

- 2. REGISTER FOR A FULL COURSE LOAD EVERY FALL AND SPRING SEMESTER** (*Refer to Full course of Study section*)
 - Summer Semester is only required for international students in their initial semester. If the international student needs to enroll in the summer semester they can do so as soon as registration is available. If it is not the student's initial semester, the summer semester is considered an authorized vacation period and the F-1 student is not governed by the regulation of full time enrollment.

- 3. SATISFY ALL PAYMENT ARRANGEMENTS WITH THE BUSINESS OFFICE**
 - Upon the start of every semester, the student must secure financial arrangements with the Business Office and ensure account balance is in good standing. The "**Invoice**" statement will be available to the student indicating class registration and proof of payment. Student can obtain the invoice through the student portal or through requesting a physical copy from a representative from the Business Office.

- 4. PROVIDE PROOF OF REGISTRATION TO PDSO/DSO**
 - Before being entered into **SEVIS as an Active Student**, the student must bring the "**Invoice**" to the PDSO/DSO office and photo ID every semester. The student address must also be verified at this time.

POLICY AND PROCEDURE OVERVIEW

Registering for classes/Directed Studies/Online classes:

- An international student must register for classes at BHU within the allotted university registration period of the fall and spring semester before being marked in SEVIS as "**Active**". Otherwise, the student will be marked as a "**No Show**" and the status will be **terminated**. Please refer to BHU email and official University communication regarding registration dates.
- An international student can only enroll in two (2) directed studies classes for the length of their entire degree.
- Immigration regulations for F-1 students state that only one 3 credit hour class can be

used towards the full-time study requirement each semester. You can take more than one online class as long as you are meeting the full-time requirement.

- *Ex: Undergraduate Students full-time requirement is 12 credit hours per semester, so at least 9 credit hours must be taken in a traditional, on-campus class and the remainder could be one (1) directed study class, or an online class. However, if for some reason the student wanted to enroll in another directed studies or online class then the student would need to be enrolled in five (5) classes) as shown below.*

UNDERGRADUATE CLASSES		
Class	Online	Directed Study
1. Campus		
2. Campus		
3. Campus		
	4. Online -or-	4. Directed Study
	5. Additional Online	

GRADUATE CLASSES		
Class	Online	Directed Study
1. Campus		
2. Campus		
3. Campus -or-	3. Online	3. Directed Study
	4. Additional Online	

*****Please note:** You are not allowed to register for a directed study or online class solely in your final semester of your degree program. Please see your academic advisor and PDSO/DSO prior to registering for your final semester in your degree program.

 **Full Course of Study:**

- U.S. immigration regulations require F-1 international students to register for and complete a full course load each semester. Please refer to the below breakdown of what constitutes a full course load for each program according to the university catalog:
 - **English as a Second Language (ESL)** – 12 semester credit hours
 - **Undergraduate (AA, BA or BBA)** – 4 classes or 12 semester credit hours
 - **Graduate (MA, MDiv or MBA)** – 3 classes or 9 semester credit hours
 - **Doctoral (DMin or PhD)** – 2 classes or 6 semester credit hours
- **Approval to Drop Below**
 If a student drops a course without authorization and it takes them below the required full time enrollment, the student is not maintaining status according to the F-1 visa and risks the immediate cancelation of the Form I-20.
 - Therefore, student must be approved to drop below a full course load BEFORE classes are dropped. Failure to consult a DSO and receive approval will result in record

termination.

- **Student may receive approval to drop below full course level if he or she:**
 - Has a major medical circumstance (*Must submit a letter from a medical doctor*)
 - Improper Academic Course Placement (*Student must provide a letter from academic advisor*)
 - Student will be Graduating (*Student must provide degree audit indicating remaining credits*)
- Please Note: If the university cancels the class and the student has nothing else to enroll in, the student will be allowed to drop below the full time requirement upon written request from the students' faculty advisor.

BHU Registration/Business Office:

At the beginning of every semester an international student must register for school, and clear their financial status with the Business Office.

- After registering for classes and securing their financial invoice from the Business Office, the student must give that "Invoice" to the PDSO/DSO to be registered into SEVIS.
- Records will not be registered in SEVIS until after the Add/Drop period of registration.

SEVIS Registration—Immigration:

The International Student Affairs Office is required to confirm that all international students are registered and maintaining full-time enrollment at the beginning of each term.

- An international student can only be registered into SEVIS after the student has successfully registered for classes, secured their invoice statement and provided a copy to the PDSO/DSO in person. The record will be registered in SEVIS and considered in "Active" status following PDSO review upon the close of registration and verification of student attendance.
- Student enrollment continues to be monitored throughout the semester.

Withdrawal procedures:

- Students withdrawing for a single class or the entire semester must submit the required documents secured through the Registrar's Office. Failure to do so will result in an improper withdrawal from the university, and the student will accrue all financial cost and be terminated in SEVIS. Student must notify PDSO/DSO prior to withdrawal.

Absent from classes/bad grades:

- The PDSO/DSO of Beulah Heights University can visit any classes where international students are enrolled, and take attendance of all enrolled students. Students with poor attendance will be dropped and put on probation. This information will be submitted to the PDSO and Executive Leadership for review.
- The PDSO will submit warning letters to students with unsatisfactory attendance and/or students failing classes.
 - The student will have one (1) semester to improve their status. If the discussed items are not improved within the very next semester, the student will run the risk of cancellation of the Form I-20 in SEVIS.

- If a student is academically dismissed, the I-20 is cancelled and the student must either transfer to another institution in those 21 days or depart the U.S.

International students with an outstanding balance:

Students with an outstanding balance will not be allowed to enroll in classes for that semester. This is a direct violation to the full time course load requirement by F-1 regulations.

- Students with an outstanding balance from the previous semester will not be allowed to register for the current semester until a satisfactory arrangement is established with the Business Office.
 - Based on a case by case basis that student may work with the Business Office to establish a payment arrangement which allows the student to still enroll in classes to maintain status.
 - If the student cannot leave a deposit consisting of half the tuition then he/she can discuss the matter with the Business Office to see if other arrangements can be made in order for the student to register. The decision must then be brought to the PDSO/DSO to avoid termination of F-1 status.
 - If special arrangement is made with the student and he/she **does not** secure the payment to enroll in the per-arrange semester he/she will be terminated immediately and information submitted to United States Citizenship and Immigration Services (USCIS) for action. A letter of termination will be emailed to the BHU student email letting them know of the situation and that the results will be entered into Student Exchanged Visitors Information System (SEVIS) as terminated under ***“Otherwise Failing to Maintain Status.”*** This student must then leave the country as soon as possible.

Transfer out:

- No Student Exchange Visitor Program (SEVP) school can prevent an International Student from transferring-out. Form I-20's are secured by the Federal Government of the United States of America; therefore, if an international student wants to transfer out of an SEVP school (BHU) then the school must allow them; however, international students are not allowed to transfer in the middle of the semester.
- Student seeking to transfer out must provide the P/DSO with the following three items: **1)** An acceptance letter from SEVP approved school, **2)** Transfer form from other school and **3)** Current invoice showing clear balance with Beulah Heights University. Once received, the P/DSO will follow up with the student to confirm date of I-20 transfer completion.
 - ***An international student can be transferred out of BHU in a terminated status if the student has an outstanding balance, is in academic warning, or has violated any terms of the university.***

Updating your address:

- International Students are required to report a US address and a foreign address to the Department of Homeland Security. When a student moves, they must report their new U.S. address within 10 days by emailing dso@beulah.edu with this information.

EMPLOYMENT AUTHORIZATION

Do not work without authorization. Working without authorization is the worst kind of immigration offense. In addition, students should be aware that working is a benefit of being in F-1 status, it is NOT a right. The primary purpose of a person in student status is to STUDY.

Work is split into on-campus and off-campus work. ALL OFF-CAMPUS WORK MUST BE AUTHORIZED. The three forms of authorized employment are as follows:

1. On Campus Employment (*Must see Human Resource Office and Student Services*)
2. OPT (*Optional Practical Training, Complete I-765 Form and Pay Fee to USCIS*)
3. Off-Campus Employment (*Hardship Work Approval, Complete I-765 Form and Pay Fee to USCIS*)

ON CAMPUS EMPLOYMENT

As long as the student is in valid F-1 status and pursuing a full course of study, the student is eligible and does not have to receive authorization from USCIS to work on campus. On-campus employment is specific to work that takes place on campus or at an off-campus location that is affiliated with the school. Examples of on-campus employment include working in an administrative office or the library.

Active F-1 students may apply for on-campus employment up to 30 days before the start of classes if there are positions available. Student will need to see the Human Resources Department for current job openings.


Guidelines for On Campus Employment

An F-1 student has three main employment-related guidelines:

- May work at any [qualifying on-campus job](#) that does not displace a U.S. citizen or LPR.
- May only work up to **20** hours per week while school is in session (*full-time during those periods when school is not in session or during the annual vacation*)
- Should report their work to the P/DSO, Human Resources Department and the Office of Student Life. If the student is hired for on campus employment, they will receive a certification letter to present to the Social Security Administration in order to be able to receive a [Social Security number](#).

Not complying with these guidelines for on-campus employment may be a violation of status that could result in the F-1 student having to leave the United States.

OPT (OPTIONAL PRACTICAL TRAINING)

 If you are an F-1 student, you have the option of working in the United States by engaging in optional practical training once you are eligible for the next degree level at the completion of your degree program. Practical training can provide valuable work experience by sharpening and adding to the skills you are learning in school.

- OPT must relate to your major or course of study.
- You can apply for 12 months of OPT at each education level, (i.e., you may have 12 months of OPT at the associate's, bachelor's and master's level).
- Your PDSO/DSO will need to provide you with a new Form I-20 that shows the PDSO/DSO recommendation for this type of employment.
- Student may apply up to 90 days before you complete your degree (*highly recommended*), but no later than 60 days after you complete your degree.

- You must apply for work authorization by electronically filing a Form I-765, "Application for Employment Authorization," with U.S. Citizenship and Immigration Services (USCIS) and paying a filing fee within 30 days of receiving your endorsed I-20 from the P/DSO. USCIS will send you a Form I-766, "Employment Authorization Document," (EAD) upon approving your Form I-765.
- After you have received your EAD card then and only then should a student start to work.
- The student has the option to work part time (20 hours) or full time.

OFF CAMPUS EMPLOYMENT

- ✚ **What is off-campus employment for F-1 students?** Regulation that defines off-campus employment for F-1 students is in *8 CFR 214.2 (f)(9)(ii)(A)*. Generally, it is employment that is for economic need and does not necessarily have to relate to the student's academic course of study.
- ✚ **When is off-campus employment available?** An F-1 student must show an ability to afford the costs of school and living expenses before entering the United States and should not plan to work off-campus. U.S. Citizenship and Immigration Services (USCIS) will authorize off-campus employment only in cases of severe economic hardship occurring after a student's enrollment in an academic program and after the student has been in F-1 status for at least one full academic year, or in emergent circumstances as defined by the Department of Homeland Security (DHS).
- ✚ **What are emergent circumstances?** Another name for emergent circumstances is special student relief. When a world event impacts a group of nonimmigrant, the Secretary of DHS (the Secretary) may publish a special notice in the Federal Register and grant special student relief. The notice will give details on who is in the group and the eligibility requirements. The Secretary can waive any restrictions on F-1 student employment.
- ✚ **What are the guidelines for off-campus employment of F-1 students based on severe economic hardship?** USCIS makes case-by-case decisions for off-campus employment for students who can show that new, unexpected circumstances beyond their control have created severe economic hardship. These may include the following:
 - Loss of financial aid or on-campus employment (if the student is not at fault)
 - Large increases in tuition or living costs
 - Substantial decrease in the relative value of currency the student depends upon to pay expenses
 - Unexpected changes in the financial conditions for a student's sources of financial support
 - Unexpectedly large medical bills not covered by insurance
 - Other substantial, unexpected expenses
- ✚ **Qualifications for Authorized Off Campus Employment**
 - An F-1 student must have remained enrolled for at least one academic year, in status and in good academic standing before USCIS will authorize off-campus employment.
 - The F-1 student must be unable to get on-campus employment, or the pay from available on-campus employment must be insufficient to meet financial needs.

- For each request approval, you must provide the F-1 student with a Form I-20, "Certificate of Eligibility for Nonimmigrant Student Status," endorsed to that effect.
- The F-1 student must file a Form I-765, "Application for Employment Authorization," and pay a fee to USCIS. The student should file within 30 days of the day P/DSO endorses the Form I-20. If USCIS approves the application, the student will receive a Form I-766, "Employment Authorization Document," (EAD) also known as the "USCIS I-766 card" or "work permit" and can begin working, only after approval.
- Approval for off-campus employment is good for one year. If the F-1 student needs to continue working off-campus, the student must re-apply with USCIS.

SOCIAL SECURITY NUMBERS

F-1 students must be authorized to work and have a job in order to be eligible for a Social Security Number. Upon authorization, you will also need a Social Security Number (SSN) to allow employers to report your earnings to the U.S. government. Unemployed F-1 students and F-2 Dependents are NOT eligible for a Social Security Number.

In order to apply for a social security number, the student has two options:

1. Apply on Form I-765 Application to USCIS

- a. To save you a trip to the Social Security Office you can now apply for your SSN and card (SSN card) on the same application form you will use to apply for permission to work legally in the United States (U.S.). That application is the Department of Homeland Security's (DHS) U.S. Citizenship and Immigration Services (USCIS) Form I-765, Application for Employment Authorization. If USCIS approves your application to work in the U.S. and you completed the section on the application to request an SSN card, then USCIS will send SSA the data we need to issue your SSN card.

2. Apply In Person at Social Security Office

- a. If you did not request an SSN card on your I-765 application, "Application for Employment Authorization", you must visit a Social Security office to apply for your Social Security number.
- b. F-1 students must be present in the United States for at least 10 working days before they apply for a Social Security Number.
- c. Students who decide to apply in person at the Social Security Administration will need to present their Passport, original I-94 Form, and the following documents:

F-1 Students:	
1.	I-20 → Must be the current I-20
2.	MUST be employed and have a Letter of Employment → Letter should include the following: Type of work, employment start date, hours per week, nature of the work, and Supervisor's name and title.
3.	Letter of Support from PDSO

DRIVER'S LICENSES

Full-time F-1 students who wish to drive in Georgia have the option of using an existing home country license (*for up to 1 year in Georgia as a non-resident*) or obtaining a Georgia driver's license (*highly recommended*).

- If you decide to drive with your home country license, you will need to keep your BHU Student ID card (*Issued in the BHU library*) and proof of current BHU enrollment in your vehicle at all times.
- If you decide to secure a Georgia driver's license, you will be required to show your foreign license to the Department of Driver Services, and it would no longer be valid in the U.S. Students.

Students who **do not** have a license must take the written and road driving tests.

In order to get your license, visit <http://www.dds.ga.gov> to find the Driver's License Customer Service Center closest to you. Many students in Atlanta go to the South DeKalb Center in Decatur, but you can go to any center in Georgia.

You will need the following:

- Passport
- I-94 card
- I-20 or SD-2019
- Proof of local residence (*signed lease agreement, utility bill with your address and name, bank statement with your address and name*)
- \$20
- Social Security card or SSN CARD DENIAL NOTICE
 - SSN CARD DENIAL NOTICE: If the Department of Homeland Security has not given you permission to work in the United States, you will need to obtain a SSN CARD DENIAL NOTICE from a local SSA office before visiting a DDS Customer Service Center to apply for a driver's license.

For more information, please visit <https://dds.georgia.gov/information-non-us-citizens>.

FORMS

Listed below are necessary forms needed to help you navigate through Beulah Heights University. Some of these forms will have a charge associated with them. When filling out these forms it is the responsibility of the student to know the charges made to their account.

- ✚ **CHANGE/ADD/DROP FORM**—this form is used when a student need to change from one class to another, add an additional class, or drop a class completely.
This form is also used if the university cancels a class, and the student need to enroll in another class. <http://beulah.edu/AcademicForms> and BHU front desk in the Administration Building.
- ✚ **DROP/WITHDRAWAL FORM**—this form is used to officially drop or withdrawal from a class. <http://beulah.edu/AcademicForms> and BHU front desk in the Administration Building.
- ✚ **REGISTRATION FORM**—this form is used during late registration as the official form to secure classes. <http://beulah.edu/AcademicForms> and BHU front desk in the Administration Building. Please note: a \$50.00 late fee will be added if a student registers after the initial registration period.
- ✚ **TRANSCRIPT REQUEST FORM**—this form is used to order an Official Transcript from Beulah Heights University with the desire to seen to another college/university. <http://beulah.edu/AcademicForms> and BHU front desk in the Administration Building.
- ✚ **CHANGE OF MAJOR FORM**—this form is used to change from one major to another. Please note: there is a \$50.00 charge that will be charged to the student’s account. <http://beulah.edu/AcademicForms> and BHU front desk in the Administration Building.
- ✚ **STUDENT SERVICE FORM**—this form is used when a student needs account information to change on their records. See BHU front desk in the Administration Building.
- ✚ **DIRECTED STUDY APPROVAL FORM**—this form is used only when a senior student in his or her last semester needs a required course. See Registrar
- ✚ **TRANSFER-IN STUDENT INFORMATION FROM**—this form is given to the student desiring to enroll in BHU from another institution. See PDSO/DSO
- ✚ **SUMMER VACATION FORM**—each student must complete this form and submit it to the PDSO/DSO before taking vacation during the summer. See PDSO/DSO

MAINTAINING STATUS

Maintaining ones status while in the United States of America is very important. If your status reaches a “Terminated Status” you can be deported from the United States of America. The following infractions are grounds for termination and possible deportation.

GROUNDS FOR TERMINATION

PLEASE NOTE: ALL TERMINATIONS ARE NOT LAWFUL, AND WILL NOT HAVE A NEGATIVE EFFECT ON THE STUDENT’S F-1 STATUS, BUT IF A STUDENT IS LAWFULLY TERMINATED THE STUDENT FINANCIAL BALANCE MUST BE SECURED.

An international student can be terminated by the institution or SEVIS (Student and Exchange Visitor Information System) for the following reasons:



Absent from country for five months:

- If an F-1 student returns to their home country and remains there more than five months before returning to the U.S. and enrolling into the assigned SEVP (Student and Exchange Visitor Program) School. Either, the SEVP institution or SEVIS can terminate the student’s record. Once that student’s record is terminated the student will have to readmit through immigration by completing all documents from the beginning with the embassy in their country.



Authorized drop below full course time exceeded:

- In some cases students will be allowed to drop below full course load by the PDSO/DSO. This authorization usually last for one semester, but can be extended by the based on the circumstances. However, if the PDSO/DSO does not extend the drop below full course authority then the student must maintain the original class status based upon the degree they are enrolled. If the drop below full course time is approved, and the student takes upon him/her self to extend the status the student will be terminated immediately.



Authorized early withdrawal:

- If a student take it upon him/her self to withdrawal base on a letter from USCIS stating that they have be awarded change of status (Permanent Resident, H1B, etc) before receiving their Official Card from USCIS, and withdrawal all classes from the SEVP school the student will be terminated.



Change of status approved:

- When a student changes his/her F-1 status based on “Permanent Resident, and/or H1B Status” the F-1 status must be terminated.



Change of status denied:

- If a student attempts to change their status from B1/B2 to an F-1 status, and is denied then the student record will be terminated; however, the student can submit a “Notice to Reopen” which give the student a change to present evidence to support the request.



Change of status withdrawn:

- If an international student has submitted documents to change status and withdrawn the application the request will be terminated

- ✚ **Death:**
 - If an international student passes away in the middle of his/her scheduled F-1 status for security reasons the student record will be terminated.
- ✚ **Expulsion:**
 - If BHU deems it necessary to kick a student out of the university based on behavior, or any other action that F-1 student's status will be terminated.
- ✚ **Failure to enroll:**
 - If a student have been accepted into BHU and do not enroll within 15 days from the semester start date, the student will be terminated.
- ✚ **Failure to report while on OPT:**
 - OPT is a status when a student has a year to be away for school, and still be in status. When a student is enrolled in OPT, and the year is concluded the student must return to the SEVP school under a new degree level, change SEVP school, or leave the country.
- ✚ **No show – Manual termination:**
 - When an F-1 student does not report to school for the next semester he/she is considered a "no show" and the status is terminated.
- ✚ **Otherwise failing to maintain status:**
 - This termination could be based on the student's academic record, failure to maintain financial stability, issues with the universities code of conduct, (which could include but not limited to problems in housing), etc.
- ✚ **School withdrawn:**
 - If the F-1 student withdrawn their desire to attend the specific SEVP college or university then the status will be terminated.
- ✚ **Suspension:**
 - If an international student is suspended from school for any reason then their F-1 status is terminated.
- ✚ **Transfer student no show:**
 - If an international student is accepted to BHU as result of an transfer from another SEVP institution, and does not enroll in school before the 15 day grace period then the student F-1 status will be terminated.
- ✚ **Unauthorized drop below full course:**
 - If a SEVP student takes it upon him/her self to enroll in less than the required amounts of classes designed by SEVIS according to the degree they are registered in, that student is considered as an unauthorized drop below full course and will be terminated.
- ✚ **Unauthorized withdrawal:**
 - If you walk away from an SEVP institution without proper authorized withdrawal papers you will be terminated. This included having pending approval to change status based on document secured by USCIS/Immigration.
- ✚ **Violation of change of status requirements**
 - If you enroll in classes before USCIS approves your Form I-539, you will be ineligible to change your nonimmigrant status from B to F or M.



INTERNATIONAL STUDENT AFFAIRS OFFICE

Visit www.beulah.edu/f1student

Primary Responsibilities of the International Student Affairs Office:

- Properly advise and assist F-1 students regarding maintenance of lawful status.
- Communicate and educate campus staff and faculty on F-1 visa federal regulations
- Create and maintain records on F-1 students enrolled at the school.
- Support timely and complete recordkeeping and reporting to DHS, as required by 8 CFR 214.3(g).
- Ensure institution's compliance with immigration and reporting within SEVIS.

Designated School Officials

 **Primary Email:** dso@beulah.edu

 **Contact Information:**

- **Jasmine Douglas**
Director of Admissions
Primary Designated School Office (*PDSO*)
Phone: 404-627-2681 Ext. 128
Email: jasmine.douglas@beulah.edu
- **Domitila Bicudo**
ESL Program Academic Coordinator
Designated School Official (*DSO*)
Phone: 404-401-2597
Email: domitila.bicudo@beulah.edu
- **Georgia Skinner**
Registrar, Academic Advisor
Designated School Official (*DSO*)
Phone: 404-627-2681 Ext. 141
Email: Georgia.skinner@beulah.edu
- **Priscilla Tennant**
Admissions Counselor
Designated School Official (*DSO*)
Phone: 404-627-2681 Ext. 117
Email: priscilla.tennant@beulah.edu
- **Nara Yun**
Director of Enrollment: Korean Studies
Designated School Official (*DSO*)
Phone: 404-627-2681 Ext. 148
Email: nara.yun@beulah.edu

