

## Students

### Foreign Exchange Students

Recognizing the educational and cultural value of the international exchange program, the Board of Education authorizes the admission of foreign exchange students from district approved exchange programs on a limited basis. International exchange students are those students of a foreign nationality visiting the United States to attend school under the terms of a J-1 visa.

International exchange programs are approved by the district on an annual basis. District approval must be obtained prior to seeking the admission of any international exchange student to East Aurora High School. For the year of admittance, the sponsoring agency of any exchange student must be included in the list published by the Council for Standards on International Educational Travel and be approved by the United States Information Agency to qualify for J-1 visas.

This policy shall apply to international exchange program students from countries outside the United States who are temporarily in the United States without their parents/legal guardians for the purpose of attending school in the district for cultural exchange purposes.

The Superintendent shall establish procedures and regulations for the administration of this program to ensure that the acceptance and placement of international exchange students will be beneficial experience for all involved.

### Program Requirements

To be considered for approval by the Board of Education for East Aurora School District, international student exchange programs must meet the following minimum requirements:

1. The sponsoring agency must have been approved by and be in good standing for the current school year with the Council on International Educational Travel (CIET) and be a United States Information Agency (USIA) designated organization.
2. The sponsoring agency must have a local representative who is available to meet with the school personnel, the student, and the host family.
3. The sponsoring agency shall submit an annual application for approval. Applications shall be due by May 1 for consideration for the following school year.
4. As part of the application process, the local representative, as the agent for the sponsoring agency shall sign a written agreement to abide by all policies and procedures of the East Aurora Board of Education.
5. The length of stay for a J-1 exchange student is limited to a maximum of one academic year. Students who have graduated from high school in their home country will not be eligible for enrollment at East Aurora High School.

### Student Requirements

1. The student must reside with a legal adult resident of East Aurora School District or have the permission of the Principal or Superintendent to reside with a host family outside of the District boundaries.
2. The student must possess a valid J-1 visa.
3. The student must be between 15 and 18 years old as of the first day of the school year.
4. The student will be enrolled as a full-time student, will be graded academically the same as resident students (but will not be eligible for honors awards), will be responsible for

school fees and expenses on the same basis as resident students, and will be subject to the same rules and regulations of student conduct as resident students.

5. The student must have average or above average grades in his/her home school and must not be receiving special professional assistance to function in the regular academic program.
6. The student must have sufficient knowledge of the English language to produce effective oral and written communication, to use instructional materials and textbooks printed in English, and to function in the regular educational program without special professional assistance.
7. The student must submit the following documents to request admission:
  - a. Proof of English language proficiency. Evidence he/she has successfully completed a minimum of 3 years of English language instruction which includes speaking and listening as well as reading and writing.
  - b. Evidence of English proficiency as documented by either the Test of English as a Foreign Language (TOEFL), the Secondary Level English Proficiency Test (SLEP), or another means of demonstrating English proficiency to the District, and a letter of recommendation from an English language teacher documenting the nature of the course and the student's level of proficiency.
  - c. Official transcript and/or record of prior education from the student's home school and an English translation of the same documents. The records should reflect the number of hours per week the student spent in class, the courses taken and the grades/credits earned. The transcript must be received no later than August 1 of the year the student is applying for acceptance.
  - d. A written application from the prospective student must be submitted to the East Aurora School District written in English by the student. The application/letter should provide pertinent information about the student and his/her reasons for wanting to attend school in the East Aurora School District for the academic year.
  - e. A copy of his/her health immunization records, translated into English.
  - f. Evidence of health and accident insurance covering the duration of his/her student visa.
  - g. The name, address, and phone number(s) of the student's own parents/guardians, the host family, and the local international exchange program representative.
  - h. Two character references, one of which must be from a professional staff member in the student's home school.
  - i. A notarized temporary custody agreement between the international exchange student's parents/guardians and the host family and/or exchange organization.

#### Exchange Student Status

1. Students shall be responsible for complying with School District policies and regulations regarding attendance, all academic standards, responsibilities, rights and discipline.
2. Students shall be enrolled in one English class, United States History and/or a Civics class in addition to other appropriate grade level classes.
3. Students must meet all IHSA requirements to be eligible for athletics.
4. The School Board shall not provide students with admission into such programs as Special Education for Handicapped Pupils, English as a Second Language, nor shall it pay for students to attend other schools or institutions of higher education.
5. The student and the host family must be present for registration prior to the first day of school and shall be required to sign a form indicating compliance with all the conditions heretofore outlined.

### Responsibilities of Exchange Organizations and Host Families

Exchange organizations and host families are *in loco parentis* with respect to adult supervision of International Exchange Students. The following are specific responsibilities which the School Board expects these adults to assume.

1. Host family and local coordinator for the exchange organization must maintain personal contact with the school and must be available and willing to meet with school personnel when problems or situations require it.
2. If an International Exchange Student's English proficiency is found to be insufficient to function in the regular instructional program without special professional assistance, the exchange organization and the host family shall be required to provide a tutor or make other educational arrangements for the student at their expense.
3. The exchange organization and the host family shall assume the final responsibility for resolving problems including, if necessary, the early return home of the International Exchange Student because of personal, family or school difficulties which cannot be resolved.
4. The exchange organization and host family must provide an orientation to the host family, the East Aurora High School, the U.S. school system, and the community.

### Suspension, Revocation or Dismissal

Exchange organizations, host families, and/or international exchange students found to be in violation of any of the School Board policies shall be subject to having their relationship with the District terminated.

LEGAL REF.: 8 U.S.C. 1184 et.seq.

ADOPTED: October 20, 2014