

EXCHANGE STUDENT PROGRAMS

The Board of Education recognizes that exchange students represent a valuable addition to the student body. The Superintendent is authorized to arrange participation in student exchange programs which have been granted full listing by the C.S.I.E.T. (Council on Students for International Educational Travel). The Superintendent of Schools is authorized to admit in the district, without tuition charges, exchange students who have been placed in district homes by an organization on the United States Department of State list of "Organizations to Administer a High School Exchange Visitor Program". Such programs, to be approved by the Superintendent for this purpose, must, however, send or permit the sending of local pupils to other countries on an equitable exchange basis.

The Board concurs with the Council Standards for International Educational Travel (CSIET) and recognizes that the following aims and objectives are components for a successful exchange program experience:

- Travel and sightseeing
- Language study and experience
- Cultural contact
- Study in a special field or area
- Home stay experience

Within a given school year, a maximum of three exchange students may be accepted at the secondary level. Exchange students shall meet the following conditions: attend for one full academic school year (no partial year programs); the educational experience at RHS shall be for the third year of high school (junior year); no more than two exchange students shall be accepted from any one sponsoring organization; in a given year no two exchange students shall be from the same country; students shall not be 18 years of age at any time during the exchange year.

The school district must be notified prior to March 15 of exchange students who intend to enter for the coming school year. Due to scheduling, all exchange students shall be accepted and enrolled no later than July 1 of the upcoming school year. Host family and the agency representative will meet with the designated High School administrator and review Exchange Program Policy prior to April 30.

No Board employee shall sign an I-20 Form at the request of the sponsoring agency. No employee will sign an F-1 visa. Exchange students must have already been granted the appropriate J-1 Visa to study in the United States before being accepted as an exchange student at the High School.

Exchange students must be placed with host families who are current residents of the district. Host families will be required to provide residency documentation as is required for all enrolling students.

Parents/guardians of district pupils who wish to participate in exchange programs are totally responsible for the expenses and safety of their student. Exchange students may participate in any school activities and extra-curricular activities for which they are eligible. All other policies that

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apply to students shall apply for exchange students. Eligibility for athletics will be based on the same process and procedures as those for students transferring from other schools.

On recommendation of the Superintendent, the board will provide appropriate instructional materials for exchange students coming to the district, but will bear no other expense for them, nor will the board pay any part of the expenses of district pupils taking part in the program.

A copy of the signed agreement will be forwarded to the Exchange Student's parents and the student by the agency representative. Each will review the policy and sign the school permission forms.

The representative of the exchange program agency will confirm first hand, prior to enrollment that the exchange student has an adequate English language proficiency that will allow him/her to function successfully.

All home school's academic records and transcripts will be translated into English and provided by the home school principal.

The transcript or a letter from the home school principal will indicate the number of years required in the home country for the completion of secondary school. The Principal will also confirm the junior year status of the student.

Regular monthly contact and reports shall be maintained and provided by the local representative to the host family, exchange student's family and the guidance counselor of the exchange student.

Host families, exchange program representatives and student signatures on this policy statement are the confirmation, understanding, and agreement with all of the above. Furthermore, all parties clearly understand that exchange students do not receive a high school diploma, nor participate in graduation exercises as part of the exchange program experience.

At the successful conclusion of the student's academic year an official transcript will be forwarded to the student's home school principal.

Adopted: March 10, 2008