

**Greater Albany SD 8J
Board Policy**

Code: **JECB-AR(4)**
Revised/Reviewed: 3/12/11; 7/26/11; 1/11/16
Orig. Code(s): AR 5105

Admission of Nonresident Foreign Students

Foreign students who seek enrollment in district schools will follow this procedure:

1. Apply for admittance to the district office:
 - a. Secondary Curriculum Director
 - b. Greater Albany School District
 - c. 718 Seventh Ave SW
 - d. Albany, OR 97321

2. Documents needed for admittance:
 - a. Visa;
 - b. Passport or proof of birthdate;
 - c. Documentation for state-required immunization;
 - d. sponsorship by Board approved Exchange Program.

3. Complete district power of attorney form and return to district.

4. Make arrangements for tuition payment.

5. Register at school for classes with appropriate signed paperwork.

Questions concerning this procedure should be directed to the Secondary Curriculum Director.