

Procedures for Admission of Exchange Students

The following procedures govern the admission of foreign exchange students to North Wasco County School District 21.

1. J-1 Exchange Visitor Students

a. Approved Sponsoring Organizations

Those organizations sponsoring J-1 exchange students, which are approved by the Council on Standards for International Educational Travel and North Wasco County School District 21 may place exchange students in the district for a maximum of one school year.

b. Number of Students Enrolled

(1) The following foreign exchange programs will be allowed to place the following number of students in the district's high school. However, in the event that an additional slot is available due to one or more of the listed programs not able to fill their designated allotment, the district may allow a modification in the listed number of students.

- (a) American Field Service (2);
- (b) Rotary (1);
- (c) E.F. Foundation for Foreign Study (2);
- (d) International Cultural Exchange Services (ICES) (1).

c. Prior Notice

Sponsoring organizations shall notify the district when a host family has been selected within the district boundaries no later than August 1 for first semester enrollment, or December 15 for second semester enrollment. Specific student placement information must be provided at that time.

d. Required Placement Information

The following student placement information must be provided by the sponsoring organization, according to the time requirements stated above:

- (1) Evidence that the enrolling exchange student has adequate English language proficiency to study effectively in a U.S. high school:

- (a) An English proficiency test, of the district's own design or choosing may be administered, and will supersede all other tests;
 - (b) If an organization places a student who, upon arrival, is deficient in English language proficiency, as deemed by the district, the organization will do one of the following:
 - (i) Terminate the student's placement;
 - (ii) Provide and pay for tutorial help until the student reaches proficiency, as determined by the district.
 - (2) An official document from all academic institutions attended from grade seven to the present, with an accompanying English translation, indicating courses studied and grades received;
 - (3) Immunization record, completed on the official Oregon form, indicating compliance with Oregon regulations;
 - (4) Verification of health and accident insurance coverage, with a minimum limit of \$15,000 coverage;
 - (5) The name of the sponsoring organization's local contact person, street address and daytime telephone number;
 - (6) The host family's name, street address, home and work telephone numbers;
 - (7) The legal parent's name, street address and telephone number.
- e. Age Limitations
- Exchange students must be at least 15 years of age, but may not have reached their 19th birthday, on the day of enrollment.
- f. Course Assignment
- (1) Exchange students will be enrolled as full-time students.
 - (2) The sponsoring organization's policies regarding course assignment will be given consideration in the assignment of classes.
- g. Academic Considerations
- (1) **Grades** - Exchange students will be graded and evaluated academically.
 - (2) **Credits** - Exchange students will be granted credits for successfully completed course work.
 - (3) **Diplomas** - Exchange students who successfully complete assigned course work will be awarded an honorary diploma.
 - (4) **Graduation** - Exchange students who successfully complete assigned course work will be allowed to participate in commencement exercises.

h. Financial Responsibilities

- (1) The district will provide no financial assistance or benefits to exchange students.
- (2) Exchange students will be responsible for school fees and expenses.

i. Rights and Privileges

- (1) Exchange students will be subject to the same policies, regulations, rules of conduct and attendance requirements as regular students.
- (2) Exchange students will be accorded all the rights and privileges of students, except as noted, during their period of enrollment.

j. Registration

- (1) The exchange student must present himself/herself for registration prior to the first day of classes for the current semester.
- (2) At the time of registration the exchange student will be provided a form, to be signed by him/her, the host family and a representative of the sponsoring organization, indicating compliance with the conditions as stated in this policy.

k. Revocation or Suspension of Sponsoring Organization

Should the guarantee or documentation provided by a sponsoring organization prove invalid, further acceptance of exchange students from that organization will be dependent upon proof of compliance with district policy. The burden of proof rests with the sponsoring organization.