

Participation in Foreign Exchange Program

“A foreign study program” is one which is non-exchange, Non-U.S, military installation, or non-American school for U.S. dependent in foreign countries.

1. It is the responsibility of the student to procure and complete applications for foreign study programs.
2. The student must notify the Sherwood High School counseling office of the intent to participate in a foreign study program and work with the counselors to ensure timely graduation from Sherwood High School.
3. Students in a foreign study program may receive credit on a pass/fail system in the following general areas: fine and performing arts, foreign language, social studies, math and science. Credit will be issued upon submission by the student of an evaluation of the foreign transcript by: Foundation for International Services, Inc. 3123 Eastlake Avenue East, Seattle, Washington 98102-3875.

Applications for Evaluation of foreign credentials are available in the Sherwood High School counseling office.

4. To ensure accurate and expedient evaluation of the transcript, the Sherwood student must provide the evaluating agency:
 - a. Clear and legible original transcripts or certified photocopies of original transcripts. Transcripts and accompanying documents in a language other than English must be translated into English by a certified translator.
 - b. A syllabus or course catalog (in English) of the course(s) from the foreign school. If this documentation is not provided by the instructor or to prepare an outline of the course.
 - c. A journal describing course content, activities, and work completed in the class(es) being evaluated.
5. The student must request a course-by-course evaluation as opposed to a document-by-document evaluation (see application for evaluation of foreign credentials). Credits are awarded based on carnegie units (60 class hours = 1 credit).
6. All costs incurred related to foreign study are the responsibility of the student including evaluation of transcripts.