

**ADMISSION OF NON-IMMIGRANT FOREIGN STUDENTS
(Foreign Exchange Students)**

RSU 19 recognizes the educational and cultural value of international exchange programs and foreign exchange students and authorizes the admission of a limited number of non-immigrant foreign exchange students to the regular educational programs offered in the district's schools. To protect the interests of the district, its schools and students, only foreign exchange students from approved exchange programs and students privately sponsored by district residents shall be admitted.

Approved exchange programs are those designated by the United States Information Agency. Foreign exchange students admitted as part of an approved program are considered wards of the families with whom they reside.

Privately sponsored foreign exchange students may be enrolled if an adult resident of the district has been given temporary guardianship and the student lives in the home of that guardian and if the student meets all legal requirements for a student visa.

I. PURPOSE

To establish procedures for the enrollment and placement of a foreign student, processing forms required for a student visa, handling an attendance problem, and reporting the withdrawal of a foreign student.

II. ACADEMIC REQUIREMENTS

- A. Students shall be at least sixteen years of age and no student will be admitted who has already graduated from the equivalent of twelfth grade or who will reach the age of twenty-one years on or before September 15 of that school year.
- B. The student must have average or above-average grades in school at home and must not require special education services in order to function in the regular academic program.
- C. The student must have sufficient knowledge of the English language to enable effective oral and written communication and to function in a regular educational setting without special assistance. If a student's English proficiency is found to be insufficient to function in the regular instructional program without special assistance, the exchange program or private sponsor must provide a tutor or make other educational arrangements for the student at their expense. If the program or sponsors fail to do so, the student will be withdrawn.
- D. RSU 19 will not provide foreign students with admission to special education programs, English as a Second Language programs, post secondary options, or other special programs.
- E. Students are expected to take a full class load and are expected to maintain passing grades in all classes.

III. DEFINITIONS

- A. Immigrant - Citizen of another country who will be returning to the student's country at a future date.
- B. Visa
 - 1. All foreign students who must have some Immigration and Naturalization Service Identification and must be cleared through the principal.
 - 2. A permanent resident visa is a federal identification card which carries the student's name, picture, and an immigration file number.
 - 3. Holders of B-2 visas (limited term) are rarely accepted for enrollment. Exception to this procedure must be processed through the principal

IV. ADMISSION PROCESS

Approvals for admission must be obtained from the district for the following school year, except under unusual circumstances.

All applications will be screened by the principal of the school where admission is being requested before they are forwarded for review and approval of the Superintendent.

Upon the student's arrival in the district, the adult sponsor (host family and/or local representative of the exchange program) and student must come to the school to complete the enrollment process. Students must arrive in sufficient time for attendance on the first day of school.

A. Enrollment

Students requesting admission must submit:

- 1. Birth certificate or other proof of age;
- 2. Records showing any required immunization;
- 3. Evidence of medical insurance that will cover the student while residing in the district;
- 4. The names, addresses and phone numbers of the exchange student's own parents/guardians, the host family, and the local exchange program representative;
- 5. A notarized temporary custody agreement between the student's parents and the host family and/or exchange program; and
- 6. A recent transcript and an official English translation of those transcripts 30 days before the opening of school.

The following provisions also apply to enrollment:

1. Students will be accepted only at the beginning of the school year for one year except under unusual circumstances.
2. Students will not be allowed to attend classes on a noncredit or audit basis.
3. Students must be able to demonstrate sufficient command of the English Language to be able to profit from a course of study. If there is a question of proficiency, a test will be given to ascertain English skills.
4. The student must be sponsored by an adult living in RSU 19 or a district that tuitions students to Nokomis.
5. The student will be responsible for all fees normally charged regular students.
6. Foreign students visiting on a short term basis in RSU 19 may attend school as a visitor for a limited time, normally no longer than 2 days.
7. The principal, after ascertaining the type of visa held and the length of stay authorized, determines the grade placement. A foreign student is tentatively placed in the grade level appropriate to the student's age, the number of years the student has attended school, the credentials presented, and data available regarding the school system of the student's country.
8. Foreign exchange students are expected to visit with Elementary Classes.

B. Attendance of a Foreign Student

When an exchange student is absent for 3 consecutive days or irregular in attendance, the principal shall notify the adult with whom the exchange student is residing. The principal may also report the attendance problem to the applicable agency, e.g., American Field Service (AFS), International Christian Youth Exchange (ICYE), or Youth for Understanding (YFU), or their successors.

C. Honorary Certificate of Attendance

An Honorary Certificate of Attendance will be awarded at the discretion of the principal.