

Foreign Exchange StudentsREQUESTS FOR ADMISSION:

Foreign exchange students wishing to enroll in the Richland School District shall submit a request for admission prior to entering the United States. Applications for enrollment will be accepted from February 1<sup>st</sup> through May 15<sup>th</sup> of each year. Foreign exchange students may apply for admission to the school district through:

- I. A foreign exchange student program sponsored by an organization approved by the US. Information Agency (IJSIA) and listed in the National Association of Secondary School Principals (NASSP) directory of approved foreign exchange student organizations. (These students are issued J-1 visas.)

GUIDELINES FOR ACCEPTANCE OF FOREIGN EXCHANGE STUDENTS

1. The total number of foreign exchange students at each school shall be limited to approximately one percent of their enrollment in grades eleven and twelve.
2. No more than two students per language/culture will be accepted at each school.
3. The sponsoring organization will provide documentation to the district that the following conditions have been met:
  - A. The organization has employed a student screening process to maximize the student's chance for success.
  - B. The host family has been personally interviewed by the organization to enhance a successful placement.
  - C. An orientation has occurred prior to student's departure from the home country and upon arrival in the United States.
  - D. Adequate medical coverage is guaranteed the exchange student by the sponsoring organization or host family.
  - E. All expenses related to medical or emergency travel, school related items (yearbook, class ring, lunch, supplies, etc.) and other curricular and extracurricular fees shall be the responsibility of the sponsoring organization, host family, or the student.
  - F. The sponsoring organization shall have an area representative who is readily available to the district.

The student's immunizations must comply with Washington State law. Documentation is provided in the student information packet. Translation should be provided as necessary.

English language proficiency testing has been provided by the sponsoring agency for the enrolling student.

4. Students will be registered in school after notifying the principal in writing of their intent to enroll. Students will only be allowed to enroll at the beginning of the school year.

#### Foreign Exchange Students

6. Students shall be between the ages of 16-19 and must enroll in two semesters of English and two semesters of social studies with at least one of these being a U.S. History course.
7. Exchange students will be subject to the same policies, rules of conduct, and attendance requirements that apply to all students. Exchange students will be accorded the same rights and privileges as other students.
8. Participation in extracurricular activities is encouraged to give students a well-rounded educational experience and provide additional socialization opportunities. Students participating in interscholastic athletics must meet the guidelines established by the Washington Interscholastic Activities Association (WIAA).
9. Foreign exchange students will walk through the graduation line only if they have met Richland School district graduation requirements. Foreign exchange students who have not met the requirements may be recognized at graduation and may receive an honorary diploma if they are completing their senior year of study..

#### ADMISSION OF FOREIGN STUDENTS:

1. Prior to enrollment in the Richland School District, foreign exchange students shall provide the school with verification of their "I-94" card and their "IAP-66" form
2. Foreign exchange students must attend the school that is listed on their "IAP-66" form. Students wishing to change schools must notify the Student Services Office and their sponsoring program or agency representative who will assist the student in applying for "change in immigration status".
3. Foreign exchange students wishing to participate in classes which require the student to be employed (i.e., Inquiry into Science, Distributive Education) should contact the Student Services Office.
4. Foreign exchange students traveling out of the country temporarily (e.g., vacations, school trips) must have the back of their "IAP-66" form signed by the school principal before they leave.

LIMITATIONS ON FOREIGN STUDENTS:

1. No foreign exchange students in grades K-10 shall be admitted.
2. The maximum enrollment length for foreign exchange students shall be 12 months. Extensions of stay shall not be allowed.

Revised: March 15, 1991

RSD #400

Adopted: June 23, 1987

Revised March 1990

Revised September 1990

Revised: February 8,  
1993

Revised April 1, 1997

Revised January 9, 2007