



**GUIDELINES FOR THE ADMISSION OF FOREIGN EXCHANGE STUDENTS**

1. The student must satisfy the same age and other general requirements of the citizen students. It is expected that the students will have reached 16 years of age prior to September 1<sup>st</sup>.
2. The student must provide a transcript prior to the time the student is to start school.
3. Students must have been in good academic standing in their native country and must have been screened for maturity and the ability to get maximum benefit from an exchange program.
4. The student must possess a functional speaking and written understanding of the English language.
5. The student will be entered only at the beginning of a semester and for a minimum of one semester of attendance.
6. The student will be evaluated and graded on the same basis as all other students.
7. The student will be subject to the same policies, rules of conduct, transportation, and attendance requirements that apply to all students.
8. Tuition is waived for students participating in approved exchange programs, however, the host family, organization or student assumes all other financial responsibilities associated with attendance at the high school.
9. Exchange students will not be awarded a regular diploma. Exchange students will be awarded a certificate of participation or an honorary certificate depending upon the circumstances of the student and if they meet graduation requirements. (Policy 345.6).
10. The local program representative or host family must provide the school with the following information concerning the student:
  - a. Insurance (medical and accident coverage)
  - b. Permission to participate in athletics

**Policy 422.1-Rule Continued:**

- c. Physical examination form with required immunizations
- d. Other request information

11. Students will be allowed to participate in extracurricular activities and athletics available to them in the school in which they are enrolled. Eligibility requirements of the W.I.A.A. district athletic code and rules of the organization will be followed.

Organizations enrolling students in the Mineral Point School District must meet and adhere to the following criteria:

1. Meet Council on Standards for International Educational Travel (CSIET) standards.
2. The local coordinator must contact the high school principal and/or high school guidance counselor every quarter to inquire about the student's progress. If there are difficulties, the local coordinator will be expected to make a site visit.
3. Local coordinators must live within one (1) and a half hours of the high school.
4. The national organization must submit its policies relative to the monitoring of local coordinators.
5. The national organization must provide both the student and the school with an 800 telephone number.
6. Local organizations that meet the criteria will be given first priority in the placement of students.

Adopted: October 1997

Revised: June 2001