

# **CVUSD**

## **Administrative Regulation**

AR 6145.6

### **Instruction**

International Exchange

Admission

In order to approve the admission of an international exchange student, the Superintendent or designee must receive a written request for enrollment by May 15<sup>th</sup> of the year preceding the school year in which the international exchange student wishes to attend. Enrollment shall be for one year only.

(cf. 5111.2 - Nonresident Foreign Students)

All international exchange students shall meet state and district immunization requirements.

(cf. 5141.22 - Infectious Diseases)

(cf. 5141.31 - Immunizations)

Athletics

\*\*\*Note: State bylaws of the California Interscholastic Federation (CIF) list eligibility requirements for participation by international exchange students in interscholastic athletics. These requirements include, but are not limited to requiring that the student has been placed with a host family by an exchange program accepted for listing by the Council for Standards for International Educational Travel and has been approved by the CIF, California Attorney General's Office and U.S. Department of State. Individual CIF section bylaws may have additional requirements.\*\*\*

International exchange students shall be eligible for participation in interscholastic sports in accordance with state bylaws of the California Interscholastic Federation as well as applicable section bylaws.

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

Diplomas

International exchange students are placed in the eleventh (11<sup>th</sup>) grade and do not qualify for District diplomas. At the discretion of the principal or designee, international exchange students may be given a letter or a certificate of attendance certifying the time period for which they were enrolled.

## Senior Activities

International exchange students are juniors and treated as such; therefore, they are not allowed to participate in Senior Grad Night, Senior Picnic, Graduation Practice, Graduation Ceremony, or any other activity strictly limited to seniors.

(cf. 6146.1 - High School Graduation Requirements)  
(cf. 6146.11 - Alternative Credits Toward Graduation)  
(cf. 6146.3 - Reciprocity of Academic Credit)

When non-profit student exchange organizations request placement of exchange students with host families in the attendance area of one of our high schools, these students may be enrolled, providing that the following criteria have been met:

- A. International exchange programs must submit complete application packets (inclusive of official transcripts, letter from current school administrator, immunizations records, and assurance of responsible resident adult sponsor) by May 15. Students accepted by the school are expected to attend for a complete school year.
- B. The student is 16 or 17 years of age on the first day of school. Students who reach 18 years of age prior to the last day of school will not be accepted.
- C. The school currently attended by the exchange student must submit a letter from the school administrator stating that the student is currently enrolled in their school and that the student is expected to return to the same school in his or her native country to complete their course of study in the academic year following the year spent in the United States.
- D. The student has demonstrated a good command of written and spoken English so that English Language Development (ELD) services are not required. At the least, transcripts should reflect completion of a minimum of three (3) years of English language study in their native country and score a minimum of 24 on the Reading and Listening sections and 21 on the Speaking section of the Test of English as a Foreign Language (TOEFL) exam.
- E. All exchange students accepted by the District are placed in the eleventh (11) grade. Exchange students will be offered the opportunity, providing space is available, to sample a variety of courses, but all exchange students must enroll in English, United States History, and United States Government and Politics.
- F. Advance permission, in writing, must be given by the principal prior to enrollment. If all of the criteria have been met, a review of transcripts will be completed to determine placement in appropriate courses.

- G. Some countries (Italy, Spain, France, Mexico, Venezuela, etc.) require Apostille transcripts. This requires that the signature of the school registrar must be notarized. All arrangements and costs for these services are the responsibility of the international exchange student or the international exchange company. Questions may be directed to the Office of Secretary of State, State of California, for specific information about the country of origin.
  
- H. International exchange students will not be permitted to simultaneously enroll in college while attending high school.

Subsequent to enrollment, if it becomes known that the student has not met the above criteria, the student may be dropped from the school. District officials will communicate specific problems to the U. S. Information Agency regarding inappropriate placement by the sponsoring program.

Reference R334.8 (4/95)

CSBA: (6/92) 7/04

CVUSD: (8/08, 8/12) 1/14