

### ADMISSION OF EXCHANGE & FOREIGN STUDENTS

The School District of Brodhead recognizes the positive cultural benefits to students, staff, and the community in meeting students from other countries, and in having foreign students as members of the student body in the District.

The Board will permit the admission of foreign-exchange students who are residing in the District, under the conditions described in this policy. Tuition will not be charged for foreign exchange students accepted under this policy.

Requests for enrollment of foreign exchange student enrollment will be considered under the following conditions:

1. Each enrollment request must be presented by a bona fide foreign exchange student organization recognized on the Advisory List of International Educational Travel & Exchange Programs, from the Council on Standards for International Educational Travel (CSIET), and approved by the H.S. Principal. The District currently works with the AFS Intercultural Programs, and additional sponsoring programs will be added only with the approval of the H.S. Principal and District Administrator.
  2. Any organization placing a foreign exchange student at Brodhead High School must have a local coordinator. Such coordinator must live within 50 miles, and must be available to assist with problems on short notice. Before any request for foreign exchange student placement will be considered, the coordinator must meet with the H.S. Principal to review the organization's selection process for student participation, and District requirements for placement.
  3. The District reserves the right to limit foreign exchange student enrollments. Enrollment is generally limited to a maximum of three foreign exchange students per year, but this limit may be adjusted by the H.S. Principal as circumstances require. Preference will be given to providing representation from as many different countries as possible.
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4. Placement requests must be for a minimum of one semester, with a full school year placement preferred. Emergency placements may be considered at the discretion of the H.S. Principal.
5. Applications to attend school during the first semester (or entire year) must be submitted on or before August 1<sup>st</sup>. Applications for second semester enrollment must be submitted on or before December 15<sup>th</sup>. The H.S. Principal may waive these application deadlines in extenuating circumstances. Applications for attendance of less than a full semester will not be considered.
6. Prior to placement in the District, the host organization contact must provide the following information to the H.S. Principal:
  - a. documentation that the student is sufficiently English proficient to function in school without special language instruction
  - b. the name, address, and telephone number of the proposed host family, who must be residents of the District
  - c. documentation that the student has health and accident insurance coverage with a company affiliated with a U.S. insurance underwriter
  - d. appropriate academic, health and immigration records to support enrollment and placement as a high school student
  - e. arrival and estimated departure information for the student

Once approved for enrollment, foreign exchange students will be considered to have all the usual rights and responsibilities accorded students of Brodhead High School, and are subject to the same policies, rules of conduct, transportation and attendance requirements. These include, but are not limited to, the following items of concern:

1. Tuition and registration fees are waived for foreign exchange students.
  2. The District will provide a sports pass for admission to home H.S. events, with the exception of WIAA-sponsored tournament games.
  3. The student, host family, and/or organization will be expected to pay all other normal school expenses. This includes yearbooks, rings, graduation expenses (if applicable), and any other student expenses.
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4. The student must abide by all regulations of the host organization, and all rules & policies of the Immigration & Naturalization Service.
5. Courses will be selected cooperatively by the counselor and exchange student, keeping in mind the student's obligation to learn about American culture and the student's career and educational goals. The student is expected to carry a full load of courses, to do the assigned work, and will be evaluated and graded on the same basis as all other students.
6. Students will be allowed to participate in co-curricular programs and activities available in the school. Eligibility requirements of the WIAA must be followed, as well as the local athletic code requirements.
7. Students with senior status who meet Broadhead High School graduation standards will be awarded an honorary high school diploma and participate in graduation activities.

The District reserves the right to terminate a foreign student's enrollment when, in the judgment of the District, the student's continued enrollment would be detrimental to the foreign student, other students, and/or school personnel. Host organizations that fail to meet the requirements stated above, or who fail to properly support the school or exchange student during a placement, may have their future placement privileges suspended by the District, at the discretion of the Administration.

Adopted: \_\_\_\_\_ December 14, 2005 \_\_\_\_\_

Last Revision: \_\_\_\_\_ October 12, 2016 \_\_\_\_\_

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