

**MIDDLETON SCHOOL DISTRICT  
#134 POLICY AND PROCEDURE  
MANUAL  
SECTION 3000 - Students**

**FOREIGN EXCHANGE STUDENTS.....Policy 3008**

**GENERAL POLICY:** High School Students

Foreign exchange students shall be permitted, under certain conditions, to enroll in Middleton School District.

**POLICY REGULATIONS:**

A foreign exchange student is defined as a student from a foreign country studying in the United States under the sponsorship of the Middleton School District exclusively designated foreign exchange organization. The Middleton School District will *design an application and selection process* to designate a foreign exchange organization, the only organization from which students will be selected. This exclusive agreement will be for *up to a* three year agreement between MSD # 134 and the foreign exchange organization.

Approval will be made only for those students who are sponsored by MSD designated exchange organizations which has Student Exchange Visitor Programs designation as listed by the United States Information Agency and/or the Council on Standards for International Educational Travel. The MSD designated organization must have a local sponsor. The permanent host family must be living within the appropriate school boundary by the first day of semester. The fact that a non-MSD exclusive and designated organization has located a host family within the District does not imply the District will enroll the student.

The number of students allowed will be determined by a ratio of one (1) foreign exchange student to two hundred (200) general education students up to a maximum of seven (7) students per school. If the individual school is over the capacity of the facility as determined by the Superintendent or designee the maximum number of foreign exchange students will be reduced to five (5).

- A. Students will be accepted on a first-come first-serve basis.
- B. The district will follow the regulations for exchange programs as defined by the United States Information Agency and/or the Council on Standards for International Educational Travel.

**IMPLEMENTING PROCEDURES:**

The MSD designated organization will submit a letter of intent to place students to the building designee at each school

All requests for placement must be submitted in writing to the building designee according to the required timelines. The building designee will respond to all requests. Required timelines

January 1 - First date that placement requests will be accepted for the following school year;

- A. April 1 - Deadline for placement requests for the following school year;
- B. May 1 – Deadline for host family, exchange student information and high school authorization forms to the host school:
- C. Deadline for the application packet of student information on to the host school.

After approval and no later than May 1, the MSD designated organization will submit to the building designee the: Names of candidates and host families, name and address of local representative for the organization, and a translated transcript for each candidate. Transcripts must indicate grade placement, previous course work, and record of English proficiency.

Foreign exchange students will be entered only at the beginning of the first or second semester, and enrollment will be for no less than one (1) semester and no more than two (2) consecutive semesters. These students should not expect to receive any free services from the district such as yearbooks, activity cards, lunches, ski passes, etc. Requests for short-term exchange programs must be approved by the superintendent.

10<sup>th</sup> through 12<sup>th</sup> grade between the ages of 16 to 18 and not be older than 18 years of age by September 15<sup>th</sup> of the enrolled school year; and have a record of English proficiency. Record of English proficiency is defined as: (1) Written evidence that the student attained a score of 80 or better on the Test of English as a Foreign Language (TOEFL), or (2) other verification of English competency approved by school officials. Counselors will enroll approved foreign exchange students in a full schedule of classes. Each semester will include:

- A. 1 - Language Arts
- B. 1 - Social Studies
- C. 2 - Additional academic classes: Math, Science
- D. 2+ - Academic and/or elective courses

Foreign exchange students may not be enrolled in the school or district E.L.L., L.E.P., I.D.E.A. or 504 programs.

It will be the responsibility of the MSD designated organization to provide tutors and/or any necessary assistance required to help the foreign exchange student meet acceptable standards. If this cannot be accomplished, the student faces withdrawal from the school.

Foreign exchange students will participate in classes as regular school students. Foreign exchange students will not be enrolled on a non-credit or adult basis. They are required to take the examinations and do the work required by the teachers of the classes for which they are enrolled. This includes compliance with the school district's attendance and discipline policy.

After a five (5) week adjustment period, the building designee will notify the local sponsor if a foreign exchange student is not achieving or does not have an acceptable proficiency in English.

Sponsors and/or the MSD designated organizations who do not consistently screen and monitor foreign exchange students and host families, or who misrepresent information provided to the school may lose the privilege of placing students in Middleton School District.

Enrollment in Driver Education will be based on:

- A. Written permission from the sponsor organization.
- B. Written permission from the natural parents.
- C. Written permission from the host family.
- D. Space availability (district students will have precedence, regardless of age).

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**LEGAL REFERENCE:**

Idaho Code Sections

33-506(1)

33-1001

IDAPA 08.02.03.105.03

Illegal Immigration Reform and Immigrant Responsibility Act of 1996

Immigration and Nationality Act

**ADOPTED: 10/08/02 (Implementation July 2003)**

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