

**DODGELAND SCHOOL DISTRICT**  
**Board Policy Manual**

**422.1 - Rule**

**FOREIGN EXCHANGE STUDENT PROGRAM GUIDELINES**

The foreign exchange program shall operate in accordance with the following guidelines:

**A. Student Exchange Program Organizations - Expectations/Responsibilities**

1. Each foreign exchange student shall be represented by a bona fide organization recognized by the Board, that meets the following requirements:
  - Provides a reciprocal provision whereby a District student shall be able to enroll in a foreign school under essentially the same conditions as a foreign student may enroll in a District school.
  - Has established its fiscal responsibility in a manner accepted by the Board.
  - Has a legally accepted existence.
2. The organizations currently recognized by the Board are the American Field Service, Youth for Understanding, Rotary International and American Intercultural Student Exchange.
3. Organizations representing the foreign student shall establish supervision in the District, to the satisfaction of the Board, with an adult supervisor who has the power to act in loco parentis, and is financially and otherwise responsible.
4. Organizations shall be responsible for making host family placements in accordance with the following criteria:
  - Obtain enrollment authorization from the District prior to contacting potential host families.
  - Interview and screen all potential host families including all family members residing in the home.
  - Complete a criminal background check of all members of the household age 18 or older as required by law.
  - Finalize host family placements, consistent with legal requirements, before exchange students leave their home countries.
  - Select host families that are residents of the District (for the student to be eligible for a tuition waiver).
5. Organizations shall submit applications from students who meet the eligibility criteria in accordance with the District's established procedures.
  - Applications shall be submitted to the District Administer by the third Monday in July prior to the enrollment school year.
  - If more than three applications are submitted, the Board or designee shall determine the applicants to be accepted.
  - The Board reserves the right to accept or reject any or all exchange student placements.
6. Sponsoring organizations shall provide, in writing, the following information to the high school principal before exchange students leave their home countries:
  - Student records required for enrollment: academic, health, immigration and co-curricular.
  - Method of determination and level of English proficiency.

**B. Exchange Students – Eligibility Criteria and Responsibilities**

- Students must be at least 15 years of age and no more than 18 by the first day of the school year to be selected.
- Students must be able to read, write and speak English at a level sufficient to function adequately in the school environment without special language instruction or tutoring.

- Enrollment eligibility shall be for one year only.
- Students and host families are expected to know and follow all District and school policies and rules.
- Students must register for credit classes, maintain a typical full-time schedule and complete assigned work.
- Students must maintain a satisfactory academic, attendance and behavioral record.
- Students shall have all the rights and privileges accorded to other District students, except they are not eligible for a Dodgeland High School diploma. They will be given a certificate of attendance and a transcript of course work completed during participation in the exchange program.
- Students may be classified as seniors, eligible to participate in senior activities including the graduation ceremony.

Adopted: February 17, 1997

Revised (WASB): January 25, 2016