

DRAFT

540 SCHOOL ADMISSION FOR FOREIGN EXCHANGE STUDENTS

I. PURPOSE

The school district affirms the benefits of foreign exchange experiences for students and for the school district in hosting exchange students. The purpose of this policy is to ensure the admission of international students is in accordance with applicable federal and state laws and rules.

II. GENERAL STATEMENT OF POLICY

The board of education endorses the admission of international students when permitted by federal and state laws and rules. Participation of students representing multiple languages and cultures can extend and enrich the learning of all students and promote cross-cultural understanding.

III. SCHOOL ADMISSION FOR FOREIGN EXCHANGE STUDENTS

- A. The school district will accept exchange students from programs properly approved under federal and state laws and rules.
1. The school district may limit the number of exchange students accepted due to large student enrollment.
 2. To ensure a positive experience for the student and the participating school, students will be accepted only from those sponsoring organizations that maintain a local coordinator.
 3. The Sponsoring organization/Exchange program must notify the high school principal of the potential exchange student and obtain a signed high school enrollment agreement. At this time all student records (Application, Health, Academics, English Fluency documentation) will be shared with the school. Upon acceptance & arrival the host family/local coordinator will contact the school to complete additional enrollment and scheduling processes.
 4. The school placement must be arranged prior to the student's departure from their home country, in most cases this will be done in May of the school year prior to enrollment.
 5. The potential exchange student must be of appropriate age and meet the following criteria to be admitted to Duluth Public Schools on a tuition-free basis:
 - a. The student's Host Family is a resident of the Duluth Public School district.
 - b. The student has a J-1 visa and is attending school as part of an approved cultural exchange program.

- c. The exchange student must provide evidence of significant English fluency documented in their exchange program application packet.
 - 1) The student shall be sufficiently proficient in English to satisfactorily benefit from classroom instruction without the aid of assistance. Applicants must demonstrate a minimum level of English proficiency through satisfactory grades on a high school transcript, or as reported on the Test of English as a Foreign Language (TOEFL).
 - d. The exchange student must receive all vaccinations required by the Minnesota school immunization law.
 - e. The student has not received a high school diploma or the equivalent.
6. Maximum enrollment period is one school year. Preference will be given to students participating in one year exchange programs. The exception would be short term programs/delegations.
7. Host parents are designated as guardians.
- a. The sponsoring organization/host program will conduct a background check on all host family members or anyone residing in the home over the age of 18.

IV. POST-SECONDARY ENROLLMENT OPTION PROGRAM

- A. Exchange students enrolled in the district under a cultural exchange program are ineligible to participate in the PSEO (Post-Secondary Enrollment Options) Program.

V. PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

- A. According to the Minnesota State High School League Rules, exchange students who transfer through a recognized foreign exchange program are eligible to compete at all levels of interscholastic competition.

VI. SUPPORT

- A. The principal shall designate one administrator or member of the professional staff as the liaison for exchange students.
- B. Responsibilities must be shared by school personnel, program sponsors, host families, and students. Protection of the well-being of the foreign exchange and their educational experience must be of primary importance.

Legal References: MINN. STAT. § 120A.20 Admission to Public School