

555 GUIDELINES FOR FOREIGN EXCHANGE STUDENTS**I. PURPOSE**

To establish guidelines for foreign exchange students to apply to and attend Pipestone Area Schools.

II. GENERAL STATEMENT

To provide foreign exchange students the opportunity to participate in the Pipestone Area Schools education program for one year. Toward that end, the district shall support organized efforts designed to facilitate student exchange by the exchange programs recognized by the State of Minnesota and registered with the Minnesota Secretary of State's Office. According to Minnesota State High School League Rules, foreign students who transfer through a recognized foreign exchange program are eligible to compete at all levels of interscholastic competition for one year.

III. ELIGIBILITY TO ENROLL IN PIPESTONE AREA HIGH SCHOOL

Students who enter the United States with a non-immigrant (student) visa through a state approved international student exchange program are eligible to apply for enrollment for one year at Pipestone Area High School.

Other Eligibility Requirements:

- A. The host family must live within District 2689.
- B. The exchange student must provide evidence of significant English fluency either through examination or teacher affidavit.
- C. The exchange student must receive all vaccinations required by the Minnesota school immunization law.
- D. All foreign exchange students must be approved by the high school principal a minimum of one month prior to entrance to the Pipestone Area Public Schools.
- E. Student transcripts, profiles, etc. must be submitted a minimum of one month prior to entering the high school, unless agreed upon by administration.

IV. ENROLLMENT

- A. The representative or host parents will fill out the standard Pipestone Area Schools registration forms.
- B. At the time of enrollment, proof of English fluency, host family information, proof of student vaccinations, and organization and host family emergency numbers must be provided.
- C. A meeting with the school counselor will be arranged to prepare a class schedule.

- D. The high school principal will be given the names and phone numbers of contact people within each program being served.
- E. It is recommended a maximum of five exchange students may be enrolled in Pipestone Area High School each semester. The high school principal and/or the superintendent may allow more exchange students at their discretion.

V. ACADEMIC EXPECTATIONS AND BEHAVIOR

- A. Foreign exchange students will not receive a Pipestone Area High School diploma unless they have been enrolled as a senior at PAS for that academic year. All exchange students will be enrolled dependent on their age and educational background.
- B. All exchange students will take the required courses for their designated grade level. Exchange students will not take foreign language classes in their native speaking language for credit and are limited to two physical education courses per school year.
- C. Exchange coordinators will work through host parents when requesting grades, processing reports, evaluations, etc. Counselors will not complete program evaluation sheets on each student.
- D. Any behavior that is in violation of the Pipestone Area Schools policy will be reviewed by administration and the exchange student may be removed from our school system.

VI. EXPECTATIONS OF HOST FAMILIES

- A. Exchange students must be in their American home a minimum of three days prior to meeting with the school counselor.
- B. The host parent/parents agree to work with their student's teachers to get grades, progress reports, evaluations and other materials as needed by the program coordinator. Host parents will be expected to attend parent conferences, school admission interviews and any other meetings relating to their host.

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