

ADMINISTRATIVE PROCEDURE

FOREIGN EXCHANGE STUDENTS

A Foreign Exchange Student arrangement is distinguishable from an immigration situation and is defined, or characterized, in the following ways:

1. The situation arises through an arrangement between a non-custodial host family and a student living in a foreign country who voluntarily wishes to visit the U.S., and not due to the immigration of that student's family to the district.
2. The primary purposes of the arrangement are for the student to experience the American culture, the American school system, to learn the English language, and for the host family to learn and enjoy the friendship and cultural learning experiences with the student.
3. The visit of the foreign exchange student is a temporary arrangement for approximately one calendar year or less that typically begins prior to August and ends after May.

Requirements for Consideration

1. The student must be between the ages of 15 and 18 (inclusive), having not yet graduated from high school in his/her home country. The duration of the visit must be limited to one school year.
2. The exchange must be arranged by one of the approved cultural exchange agencies: Rotary, AYUSA, or Youth for Understanding. Privately arranged exchanges will not be approved per Board Policy 7:50.
3. The agency must request and secure written approval from the principal of Morton High School prior to May 15th of the year preceding the school year of enrollment.
4. Morton High School will limit the approval of foreign exchange students to four students per year, determined on a first come, first serve basis.

The Approval Process

1. An approved foreign exchange agency must contact the principal, or his/her designee, of Morton High School to provide pre-screening information about the prospective foreign student, that may include, but is not limited to:

- a. English proficiency
 - b. Academic records
 - c. Disciplinary records
2. Foreign exchange students must possess the appropriate visa(s) (J-1) according to the legal guidelines of the U.S. Department of State and Board Policy 7:50.
 3. The principal, or his/her designee, may decide to conduct an interview with the student by phone or online.
 4. The principal, or his/her designee, will notify the agency, in writing, if the student is approved for enrollment.

The Enrollment Process

The host parent(s) and foreign student must:

1. Establish and prove residency under Board Policy 7:60 and its associated administrative procedures.
2. Present proof of the student's age and identity, such as a birth certificate, passport, or visa.
3. Present an up-to-date record of academic coursework, in English, prior to the commencement of school.
4. Agree to adhere to all school policies and guidelines.

Other Considerations:

1. An approved foreign exchange student will be allowed to attend on a tuition-free basis under Board Policy 7:50.
2. English Language Learning services will be provided on an as-needed basis.
3. Class schedules are determined by the school counselor who will work in conjunction with the approved agency's requirements.
4. Students are welcome to participate in any non-IHSA school activities. However, for IHSA sanctioned sports or activities, refer to IHSA By-law 3.034.3j.
5. Each student who attends Morton High School receives a diploma marked "Foreign Exchange Student" from the school and is enrolled as a senior. The student is also allowed to participate in the graduation ceremony.

ADOPTED: August 21, 2015