

FOREIGN EXCHANGE STUDENTS

The promotion of friendship and understanding throughout the world through a greater understanding among people and cultures is an appropriate and worthwhile goal, and having students from foreign countries reside within the district and attend district schools is encouraged. To most effectively achieve this goal, foreign students should be placed in the district through student exchange programs which adhere to the regulations, requirements, and deadlines developed by the district's administrative team.

FOREIGN EXCHANGE STUDENTS – ADMINISTRATIVE REQUIREMENTS

Foreign Exchange Student Agencies

- A. Foreign exchange student agencies whose students are to be considered for admission into Laramie County School District No. 2 schools must meet the following requirements and complete district Certification and Student Data Forms no later than 30 days prior to the student's enrollment. These criteria are for the student's protection and benefit as well as that of the school district. Each agency shall:
1. Agree in writing that it understands and will adhere to district policy and regulations.
 2. Provide a representative from its national agency to visit with the counselor at each school prior to approval of the agency or placement of its students.
 3. Provide information about the agency to include:
 - a. U.S. State Department approval; pamphlets, names, addresses, and telephone numbers of national, regional, and district representatives for future contact by district personnel.
 - b. The name, address, and telephone number of available references of current or past participants in the agency program.
 4. Ensure that a local representative will be available to assist student host families and school personnel with all problems and situations involving the placement and progress of the student. The local representative must visit the school in person to discuss the student's enrollment and placement.
- B. The sponsoring agency must provide to the district administration office no later than 30 days prior to the enrollment of students the following assurances and minimum information about each student whom they wish to enroll:

1. Documentation that the student is an above average academic achiever as evidenced by a current official transcript written in English. The records must include the name of each class taken, the number of hours per week it met, and for how many months.
2. A measure of the student's ability to communicate in the English language as substantiated by at least one of the following:
 - a. A minimum scaled score of 480 (54th percentile) on the Test of English as a Foreign Language (TOEFL).
 - b. A minimum raw score of 74 on the Michigan Test of English Language Proficiency.
 - c. A minimum scaled score of 45 (55th percentile) on the Secondary Level English Proficiency Test (SLEP).
3. Evidence of good health and current record of immunizations. The State of Wyoming requires that all students through grade twelve must have a physician-verified record in English of the following immunizations (having had the disease does not substitute for immunization).
 - a. four (4) doses of DPT (Diphtheria, Pertussis, and Tetanus)
 - b. four (4) doses of polio vaccine
 - c. two (2) doses of measles after one (1) year of age
 - d. two (2) doses of mumps after one (1) year of age
 - e. two (2) doses of rubella after one (1) year of age
4. Written assurance that each student will be living with a responsible adult sponsor. The sponsor must be available and willing to meet with school personnel if and when deemed necessary.
5. Written assurance from each student that he/she will comply with the attendance, conduct, and academic standards of the local school.
6. Written assurance that arrival and departure dates will be arranged to coincide as closely as possible with the beginning and end of the school year or as approved by the Principal. Students may enter at semester providing there is space available.

Student Placement

Students will normally be placed at the grade level that most closely corresponds to their grade level in their home country. The placement of students within Laramie County School District No. 2 will be based upon the following guidelines:

Code: JECA

1. Placement will depend upon available capacity for additional students.
2. No more than one foreign exchange student per high school will be enrolled in the district per semester.
3. An honorary diploma may be awarded at the discretion of the principal.

Adoption Date: April 11, 2005