

WENATCHEE SCHOOL DISTRICT
STUDENT SERVICES

**WENATCHEE HIGH SCHOOL
POLICY PROPOSAL – FOREIGN EXCHANGE STUDENTS**

Definitions:

1. Foreign Exchange Student: This term pertains to those students of foreign nationality who visit this country for a specified period of time (usually limited to one year) and who are enrolled in an American school as a Foreign Exchange Student on an F-1 or J-1 visa.
2. Non-immigrant Visas
 - B-2 Visa, Visitor for Pleasure: This Visa is issued to an alien who has a home in a foreign country to which he or she will return after a short stay in the United States. The purpose of the stay in the United States is to tour, visit friends, or family, or sightseeing. B-2 Visa aliens may not attend school full-time.
 - J-1 Visa, Student Exchange Visitor: This Visa is issued for no more than one academic school year to aliens who will participate in a United States Information Agency designated Exchange-Visitor program. This Visa is only authorized for one time use. The student must have a home in a foreign country to which he or she will return after the stay in the United States.
 - F-1 Visa, Academic Student: This Visa is issued to aliens who will be studying in an academic course at a school authorized by Homeland Security to allow foreign students to attend. Schools must apply for authorization from Homeland Security/the U.S. Department of State. The alien must have a home in a foreign country which he or she will return after a maximum stay. Before alien students can obtain an F-1 Visa, they must pay the school full, unsubsidized per capita cost of providing education for the period of the alien's attendance.
3. Immigrant: An "immigrant" is a person who has been legally admitted to the U.S. as a permanent resident alien. The immigrant usually has been issued an Alien Registration Receipt Card (INS Form I-551) generally referred to as a "green card." The immigrant has the choice of becoming a citizen of the U.S. after residing in the U.S. for a period of five years and passing an examination.

4. Refugee: A “refugee” is a person who is unwilling or unable to return to his or her country because of persecution or a well founded fear of persecution on account of race, religion, nationality, membership in a particular group, or political opinion. Refugees do not hold a “green card,” but they will possess an Arrival/Departure Card (INS Form I-94) annotated “Parolee-Indefinite Stay.”

*****Please note that K – 12 Public Schools may not ask parents/students registering for school questions regarding their citizenship and/or immigration status.
”School officials may not require children to prove they are in this country legally by asking for documents such as green cards, citizenship papers, etc. They may only require proof that the child lives within the school district attendance zone, just as they might for any other child.” Plyler v. Doe 1982, 457 U.S. 202 (1982)

Enrollment of Foreign Exchange Students at Wenatchee High School

1. Wenatchee High School (WHS) will only receive applications for enrollment of J-1 Foreign Exchange Students who are sponsored by organizations which meet the requirements and are registered with Washington State’s Secretary of State, the U.S. Department of State (USDOS), the Council on Standards for International Educational Travel (CSIET), and/or the Washington Interscholastic Athletic Association (WIAA).
2. A sponsoring organization may not place more than three (3) students at WHS for any one academic school year, September through June.
3. The total number of J-1 Foreign Exchange Students at WHS may not exceed one percent (1%) of the school’s total enrollment without the consent of the principal. This number may be lower based on the overall student enrollment for the year. This does not preclude groups of students from making short-term visitations as part of language, cultural and/or other school related activities.
4. The length of stay for J-1 Foreign Exchange Students is limited to a maximum of one academic year.
5. J-1 Foreign Exchange Students must be less than 18 years of age on the date of enrollment in the district.
6. Students who have graduated from high school in their home country will not be enrolled or accepted as J-1 Foreign Exchange Students at WHS.
7. Sponsoring organizations shall notify the WHS Principal and/or Foreign Exchange Student representative/designee no later than May 25th regarding enrollment applications for potential Foreign Exchange Students for the forthcoming school year.

Sponsoring Organizations Requirements

1. An organization which wishes to sponsor a foreign, and/or domestic travel-study program shall submit a request which provides complete program description, including name, address and telephone number of the local representative to the high school principal and/or Foreign Exchange Student representative/designee.
2. Sponsoring organizations shall notify the WHS Principal and/or Foreign Exchange Student representative/designee no later than May 25th regarding potential Foreign Exchange Students for the forthcoming school year.
3. Each request for enrollment at WHS must include the following:
 - Name, street address, home and work phone numbers of host family (*Note that host family must reside in the Wenatchee School District attendance area, unless receive principal permission)
 - Name, birth date, country of origin, grade level of the student
 - Name, address, and telephone numbers of parents/legal guardians
 - Name, address, and telephone numbers of the contact person of sponsoring organization
 - Letter of application in English in student's own handwriting
 - Verification of health and accident coverage
 - Immunization and health records
 - An English translation of student's transcript for previous three school years showing all courses completed (this should include current school year) accompanied by an explanation of the grading system used, number of clock hours of instruction per week per subject and the length of the school year. Specific courses must be listed e.g algebra, geometry chemistry, biology, etc.
 - Verification of English Language Proficiency demonstrated by
 - a. Score of 360 or above on the Test of English as a Foreign Language (TOEFL), or
 - b. 45th percentile or above on the Secondary Level English Proficiency Test (SLEP) or another means of demonstrating English proficiency to the district, or
 - c. Minimum of five (5) years of formal English instruction and/or attendance at an English speaking school
 - Two letters of recommendation from the student's English teacher and School administrator
 - Signed international student contract
4. Each request shall be reviewed by the principal and/or designee. Notification of approval or denial of enrollment shall be issued in writing to the program representative no later than June 1st.
5. J-1 Foreign Exchange Students and host parents must be present for registration at WHS prior to the first day of school.

WHS Enrollment Guidelines for J-1 Foreign Exchange Students

1. J-1 Foreign Exchange Students will be enrolled as full-time students.
2. J-1 Foreign Exchange Students will be enrolled in Language Arts/English and U.S. History classes at a minimum in addition to other appropriate grade level classes.
3. J-1 Foreign Exchange Students will be graded and evaluated academically, but will not be granted a high school diploma. Students enrolled as seniors may go through commencement and receive an “Honorary Recognition Diploma” and a “Certificate of Attendance.”
4. J-1 Foreign Exchange Students shall not be included in any class ranking lists.
5. J-1 Foreign Exchange Students will be enrolled in a grade level corresponding to their home country and students enrolled as sophomores will not take the WASL nor be included in school counts for WASL purposes.
6. J-1 Foreign Exchange Students must have at least a 2.0 grade point average at the end of the first semester to remain in good standing at WHS.
7. J-1 Foreign Exchange Students at the conclusion of their stay will receive a WHS Transcript and “Certificate of Attendance.” They will also be recognized at the commencement exercise.
8. J-1 Foreign Exchange Students may not be enrolled in Bilingual/ESL classes and may only be enrolled in Sheltered, and Transitional English, classes as space permits. Priority for these classes shall be for qualified ELL students residing in the district.
9. J-1 Foreign Exchange Students will not be enrolled in Running Start or college classes, however may be enrolled in the NCW Skill Center if appropriate grade level (11th or 12th).
10. Wenatchee School District will provide no financial assistance to J-1 Foreign Exchange Students.
11. J-1 Foreign Exchange Students will be responsible for school fees and expenses on the same basis as resident students.
12. J-1 Foreign Exchange Students will be accorded all the rights and privileges of resident students during their period of enrollment, except as noted in this policy.
13. J-1 Foreign Exchange Students will be subject to the same policies, rules and regulations as resident students.
14. Eligibility of J-1 Foreign Exchange Students for participation in extracurricular athletics, music and forensics and other such activities is determined by the rules and regulations of the Washington Interscholastic Activities Association.
15. No tutorial assistance will be provided beyond typical after school assistance available to all students.

Organization/Sponsor Responsibilities

1. Each organization/sponsor of J-1 Foreign Exchange Students must meet current USDOS and U.S. Citizenship and Immigration Services (USCIS) guidelines and Wenatchee School District policies and regulations.
2. Selection of J-1 Foreign Exchange Students will be in accordance with above stated Wenatchee School District policies and procedures.
3. Organization/Sponsor must provide J-1 Foreign Exchange Students an orientation to the host family, the school, U.S. school system, and the community.
4. The organization/sponsor must comply with the established timelines for notification, placement, acceptance, admission and registration of the student.
5. The organization/sponsor will provide tutoring if a student is not as proficient in English as was stated or implied on the application.
6. Should the assurances or documentation provided by an organization/sponsor prove invalid, further acceptance of J-1 Foreign Exchange Students from that organization/sponsor shall be terminated for the remainder of that academic year and the next academic year and thereafter until proof of compliance acceptable to the district is provided.
7. The responsibility for appropriate host family placement, accurate and complete information rests with the sponsoring organization.

WHS Foreign Exchange Student Contract

J-1 Foreign Exchange students wishing to enroll at Wenatchee High School (WHS), Wenatchee School District must sign this agreement as a condition of enrollment.

J-1 Foreign Exchange students who have been accepted for enrollment at WHS will be eligible for a maximum stay of one continuous academic year, September through June.

J-1 Foreign Exchange students who are enrolled as seniors (grade 12) will receive a "Certificate of Attendance" or an "Honorary Recognition Diploma" at the conclusion of the academic year.

J-1 Foreign Exchange students must maintain at least a 2.0 grade point average at the end of each semester to remain in good standing at WHS.

J-1 Foreign Exchange Student agreement:

"I understand that my enrollment and attendance at WHS, Wenatchee School District will not exceed one continuous academic school year, September through June and will not be renewed for a subsequent year."

"I understand that if I am enrolled as a senior (12th grade), I will receive a 'Certificate of Attendance' or 'Honorary Recognition Diploma' in lieu of a high school graduation diploma from WHS, Wenatchee School District, at the end of the academic school year in which I am enrolled."

"I understand that classes at a college or through Running Start are not part of this high school exchange experience."

Student Signature

Date

Parent Signature

Date

Host Parent Signature

Date

Sponsoring Agency Representative Signature

Date

TO: Foreign Exchange Organization Representative/Sponsor
Foreign Exchange Student Host Family

FROM: Michele Wadeikis, Wenatchee High School Principal

RE: Foreign Exchange Student Application

DATE: _____

Dear Representative/Host Family:

We need the following information before we grant final approval for acceptance of

as a J-1 Foreign Exchange Student at Wenatchee High School.

- _____ Name and address of Host Family
- _____ Completed exchange student application
- _____ School transcripts translated into English for placement
- _____ Evidence of English Proficiency
- _____ Records of Immunization
- _____ Copy of VISA upon arrival

Thank you for addressing the indicated details by June 1st so that acceptance for enrollment can be determined. If you have further questions please contact our Foreign Exchange Student counselor in our counseling office or myself at 509.663.8117.

Respectfully,

Michelle Wadeikis, Principal