

### **Foreign Exchange Students**

McLean County Unit District No. 5 welcomes the opportunity for international contact and accepts high school foreign exchange (J-1 visa) students under the guidelines established in this procedure. Acceptance of foreign exchange students may be limited at any time by the District's financial status and/or availability of instructional space.

Each of the District's high schools, Normal Community High School and Normal Community West High School, may accept up to 4 foreign exchange students per academic year. The number of students accepted each year will be determined at each principal's discretion and will be guided by aforementioned fiscal and logistical considerations and foreign exchange student admission criteria.

#### Foreign Exchange Student Admission Criteria

In order to be considered for admission, foreign exchange students must:

- Be sponsored by an organization listed in the most current Council on Standards for International Educational Travel (CSIET) Advisory list.
- Demonstrate excellent verbal communication skills. The sponsoring organization holds the ultimate responsibility for assuring the principal of each potential foreign exchange student's level of English proficiency. Should a potential foreign exchange student's verbal language ability be in question, the principal may request recorded evidence of proficiency. If a potential foreign exchange student fails to demonstrate an acceptable level of English proficiency and verbal communication skill, the student will not be accepted, and the principal may deny future requests from the student's sponsoring organization.
- Commit to maintaining enrollment for one full academic year. Only in the case of severe extenuating circumstances may a principal grant a waiver to allow a foreign exchange student to be enrolled for a period less than 1 academic year. A foreign exchange student cannot be enrolled for longer than 1 academic year.
- Be a member of the senior class and be at least 16, and no more than 18 years of age as of the first attendance day of the academic year.
- Supply an original transcript of high school grades, with English translation.
- Provide necessary medical history, including a description of any medical and/or physical restrictions and proof of required immunizations.

Principals may request additional documentation in support of any of the aforementioned items.

All application materials must be submitted to the appropriate high school principal by May 1 for consideration for admission the following academic year. Application materials received after the May 1 deadline will not be considered.

Required Contact Information

Upon the acceptance of a foreign exchange student, the student and their sponsoring organization are responsible for providing the principal with local contact information. The name, address, and daytime and evening telephone numbers of the student's host family, as well as the name, address, and daytime and evening telephone numbers of a local representative of the sponsoring organization must be supplied to the principal prior to the student's first day of attendance.

Certificate of Attendance

Foreign exchange students will not be granted diplomas. In lieu of diplomas, foreign exchange students will be awarded certificates of attendance.

Driving Prohibited

Foreign exchange students are prohibited from driving. Sponsoring organizations must be willing to engage in a written agreement to this effect.