

**FOREIGN EXCHANGE STUDENTS, PART I**

1. Foreign Exchange students will comprise no more than 10 at each high school.
2. The local representatives from the various programs should contact the foreign exchange student designee of the high school to secure approval to place the student and must submit all required documentation concerning each exchange student no later than August 1 prior to the academic year of attendance.
3. Sponsoring agencies shall meet the requirements of the Council on Standards for International Educational Travel.
4. Every foreign exchange student must be at least 16 years old prior to September 1 of the year enrolled and will be classified as a junior and participate only in activities accorded the junior class.
5. No foreign exchange student will receive a diploma from Clear Creek ISD.
6. Foreign exchange students will not be placed in the class ranking.
7. Any cost for student records required by the foreign exchange program or country is the responsibility of the student.
8. Foreign exchange students must enroll within the first three weeks of the school year. No foreign exchange students will be admitted at mid-term in CCISD.
9. The host family must enroll the exchange student. The area representative may not handle this procedure.
10. Every foreign exchange student must be fluent in writing and speaking English.
11. No foreign exchange student will be enrolled in English as a Second Language class, ELL, sheltered, or courses designed for remedial instruction.
12. Foreign exchange students will enroll in U.S. History and English III (American Literature).
13. Foreign exchange students will take the state-wide assessments.
14. Foreign exchange students will receive no free or reduced lunch as part of the exchange. Program or course fees will be the responsibility of the foreign exchange student or host family.
15. Coaches and sponsors of extracurricular activities will be responsible for obtaining and checking proper credentials for participation in each activity.
16. The exchange student is responsible for providing the MONTH/DATE/YEAR of all immunizations. Immunization records must be in English.
17. If a foreign exchange student is returned to his/her country or moved to another school district, no new foreign exchange student can be sent to replace the student being sent home or being moved.
18. Foreign exchange students must attend the school in which the host family is zoned for the entire school year. Intradistrict transfers are not allowed for foreign exchange students. If necessary to change the host family, the new host family must reside in the attendance zone where the exchange student currently attends school.
19. Host family will sign a CCISD Regulations on Foreign Exchange Students, Part II.

I \_\_\_\_\_ am requesting to place \_\_\_\_\_ in CCISD for  
 (Area Representative) (Name of Student)

the \_\_\_\_\_ school year. I further certify that \_\_\_\_\_ meets all of the above  
 (Name of Student)

\_\_\_\_\_  
 Area Representative Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 High School Foreign Exchange Student Designee

\_\_\_\_\_  
 Date