

Policy 5017: Foreign Students

It shall be the general practice of the Cozad Community Schools to provide educational opportunities for foreign exchange students consistent with the following statements.

Program Approval

1. General
 - a. The school district of Cozad will generally accept a maximum of 2 students from other nations who come to Cozad via exchange programs officially recognized by the superintendent of schools.
 - b. Exchange programs recognized by the Board of Education are:
 - i. American Field Service
 - ii. International Christian Youth Exchange
 - iii. Youth for Understanding
 - iv. Rotary International Youth Exchange
 - v. American Scandinavian Student Exchange Program
 - vi. American Intercultural Student Exchange
 - vii. Educational Foundation for Foreign Students
 - viii. American Institute for Foreign Study Scholarship Foundation
 - ix. Academic Year in USA Foreign Exchange Program
 - x. World Experience
 - xi. International Education Forum
 - xii. International Student Exchange, Inc.
 - xiii. International Student Exchange of Iowa, Inc.
 - xiv. Intercambio Interacional De Estudiantes, A.C.
 - xv. World Heritage
 - xvi. United Studies Student Exchange
 - xvii. NACEL Cultural Exchanges
 - xviii. Program of Academic Exchange (PAX)
 - xix. Educational Resource Development Trust (ERDT/Share!)
 - c. Other organizations will be considered upon their timely application for review by the Board of Education. Application for permission to operate must be filed in the office of the superintendent at least two months in advance of any anticipated student placement.
2. Sponsoring Agency/Organization /Program – An agency, organization or program may be approved to place students in the Cozad Community Schools if it meets the following criteria:
 - a. Provides evidence that the program fulfills the requirements of the U.S. Department of State and is currently approved by the department.
 - b. At the time of admission to the Cozad, City Schools, the exchange student must be at least 15 years old, but not older than 18 years 6 months (as of the beginning of the program), and must not have completed more than 11 years of primary and secondary education (exclusive of kindergarten).

- c. The program has an organizational sponsorship which:
 - i. Is a not-for-profit agency.
 - ii. Has a local Cozad committee.
 - iii. Has established procedures and a published set of policies for screening homes for placement of students. Exchange students will be placed in host families having a student(s) enrolled in the school attended by the exchange student or a student will be assigned by the organization to be a “host student” to the exchange student.
 - iv. Has procedures for handling emergencies and has an availability of local people other than the host family for assistance and such information is provided to the Cozad Community Schools.
 - v. Selects students for participation who have proven academic ability and language skills to study successfully in the Cozad Community Schools.
 - vi. Provides personal and educational information about a foreign exchange student to the Cozad Community Schools prior to placement.
 - vii. Provides information about the program and the local committee to the Cozad Community Schools.
 - viii. Local representatives must communicate anticipated changes in student enrollment or concerns regarding the exchange student with the counseling and/or administrative staff of the school attended by the student.

Procedures

- 1. Admission/Enrollment
 - a. Admission of exchange students new to the United States will be made only at the beginning of a school semester. All arrangements for admission must be concluded prior to the beginning of the semester.
 - b. Transcripts of foreign students will be provided to the Cozad City Schools. All students will receive a certificate of attendance and may participate in graduation ceremonies. The requirements and expectations of the student, sponsoring agency, organization, program and the high school of attendance shall be clarified prior to admission and registration. Students attending the Cozad Community Schools through a foreign exchange program are not eligible for a Cozad Community Schools diploma.
 - c. Students will not be enrolled until all admissions requirements have been satisfied.
 - d. School placements must have the approval of the building administration.
 - e. Students are expected to enroll for a full year and successfully carry a minimum of 30 credit points including American History.

Expectations

- 1. Exchange Student
 - a. Exchange students must agree to abide by the policies and regulations of the school district of the Cozad Community Schools and are subject to the same policies as local students. Exchange students will familiarize themselves with information contained in the student handbook.

- b. Exchange students are encouraged to assist in some manner the curriculum of the Cozad Community Schools they are attending: i.e. assist with language classes, history classes, etc.
- 2. Cozad Community Schools
 - a. The Cozad Community Schools will grant tuition-free status to foreign exchange students who are participants in programs administered by approved sponsoring agencies or programs and whose enrollment has been approved by the Superintendent.
 - b. Schools are not obligated to provide foreign exchange students with items such as pep club uniforms, class rings, yearbooks, cap and gown, etc., free of charge.

Adopted 8-11-03

Reviewed: 1-18-2010