

PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: July 2, 2012

REVISED:

239-AR-0. FOREIGN EXCHANGE STUDENTS

All potential organizations or individuals applying for admission will forward the request to the Superintendent or designee preceding the school year of attendance. Included with the application will be documentation supporting the student's visa status, immunization status and eligibility for admission.

The Superintendent or designee will be responsible for determining the visa status and eligibility of foreign exchange students applying for admission to district schools subject to these regulations.

General Requirements

1. All foreign exchange organizations and students must be represented by a local agent who resides within Lancaster County.
2. All foreign exchange organizations will secure acceptance for enrollment from the building principal or his/her designee before placing a student with a district resident.
3. A written English language summary of the student's complete academic coursework must be provided to the district. The principal or his/her designee must receive a copy of the summary prior to commencement of school.
4. Foreign exchange students who have graduated from their own secondary school and will attain twenty (20) years of age during their placement will not be permitted to enroll in the district.
5. No more than six (6) foreign exchange students will be permitted to enroll in the district. Foreign exchange organizations will be limited to one (1) student placement until May 1. After May 1, an organization may apply for one (1) additional placement if there is an opening available.
6. No more than two (2) foreign exchange students will be accepted from the same country.
7. When a foreign exchange student enrolls in the district, s/he will be accompanied by the local representative of the sponsoring foreign exchange organization and that student's host parent(s).

8. Resident host families will submit a statement accepting responsibility for the student and verifying that they are serving as a volunteer host without personal profit.
9. Students will be encouraged to participate in all student activities and athletics, provided all eligibility criteria are met.
10. Grade placement and course scheduling will be made by the student's guidance counselor, with consideration given to recommendations made by the local representative of the sponsoring foreign exchange organization. The principal or his/her designee will have final determination of grade placement and course schedules.
11. Only those foreign exchange students who have successfully completed graduation requirements will be permitted to participate in graduation exercises.
12. Foreign exchange students who have not successfully completed graduation requirements will be given a Certificate of Attendance.
13. Only those foreign exchange organizations listed in the Advisory List of International Educational Travel and Exchange Programs will be recognized by the district.
14. Any foreign exchange student not registered in the high school guidance office by August 1st of each school year will not be accepted for enrollment in the district.
15. All foreign exchange students will abide by and be subject to any and all school rules and regulations that govern the student body.
16. Upon application, all J-1 and F-1 students and their sponsors must provide satisfactory evidence to show compliance with all applicable federal statutes and regulations.

J-1 Visas

The Board allows foreign exchange students on one-year J-1 visas, who are residing with families in the community, to enroll on a nontuition basis in the local schools. Students who are accepted and placed in grade 12 will only receive an honorary diploma.

F-1 Visas

Students entering the United States on F-1 visas may enter the district's schools only upon payment of the full, unsubsidized public education costs before entering the United States. Further, students on F-1 visas may remain in the United States for no more than twelve (12) months. The district is prohibited by law from waiving the tuition fee of students on F-1 visas.

Diploma

A foreign exchange student eligible to receive a diploma may earn the Commonwealth secondary school diploma if the following requirements are met:

1. The exchange student completes one (1) academic year.
2. The exchange student's records show evidence of a "C" or above in all subject areas.
3. The exchange student meets the district's requirements for graduation.
4. The exchange student receives certification and recommendation of the high school principal.