

Related Entries: (Not identified at this time)

Admission of Foreign Exchange Students

The Student Services Department shall be responsible for enforcing the following procedures regarding the admission of Foreign Exchange students:

(1) Foreign Exchange Students

- (a) All Foreign Exchange students must contact the Student Services Department to obtain authorization forms prior to enrollment and must follow the Student Assignment Office process for enrollment and school assignment.
- (b) Agencies must arrange host family placements before students leave their home country. Exchange students must be enrolled and start attending classes no later than the first day of the first semester each year for full year placements and the first day of the second semester each year for second semester placements.
- (c) Students who enroll in the Lee County Schools as Foreign Exchange students with the intent to obtain a Lee County Schools high school diploma must adhere to the following conditions:
 - 1. A student must declare in writing to the Student Services Department his/her intent to obtain a standard diploma from a Lee County high school prior to beginning the registration process for enrollment.
 - 2. The student must provide the Student Services Department with an English version of an official transcript, from National Association of Credential Evaluation Services agency that transcribes the foreign credits into Carnegie units, showing courses taken and grades obtained. Credits taken in a foreign country shall be used as unweighted credits in determining the student's initial grade point average (GPA).
 - 3. The student, after enrollment, must meet all requirements including course credits, grade point average, and successful completion of State-mandated tests, for a standard diploma.
 - 4. Foreign Exchange students who intend to receive a standard diploma are eligible for local academic awards.

- 46 (d) The representatives from approved Foreign Exchange Student Programs
47 requesting placement of a student must secure written acceptance from the
48 Student Services Department prior to enrollment in District schools.
49
- 50 (e) All Foreign Exchange Programs must be listed with the Council on Standards
51 for International Educational Travel before requesting placement of students
52 in the Lee County School District.
53
- 54 (f) Foreign Exchange students are expected to enroll for a minimum of one
55 semester and maximum of two semesters.
56
- 57 (g) A Foreign Exchange student entering a Florida school for the first time must
58 present to the Student Assignment Office the general enrollment documents
59 required by all students in addition to the Exchange Program and INS
60 documents.
61
- 62 (h) Foreign Exchange students must have sufficient scholastic preparation to
63 participate in the designated program, including knowledge of the English
64 language.
65
- 66 (i) The home language survey is given to all students and shall include Foreign
67 Exchange students.
68
- 69 (j) If a Foreign Exchange student is enrolled in the District and does not
70 demonstrate English proficiency by scoring 33% or higher on the Language
71 Assessment Battery (LAB), the District will provide ESOL services to that
72 student for the duration of the school year. However, for the next school year,
73 the Exchange Program may not be permitted to enroll students in the District
74 due to violation of the English proficiency requirement.
75
- 76 (k) No Foreign Exchange Program may have more than three students from the
77 same country in the same school or place more than one Foreign Exchange
78 student per host family.
79
- 80 (l) The Foreign Exchange Program must certify that financial resources are
81 sufficient to cover all expenses for the student including funds to cover
82 school lunches.
83
- 84 (2) Foreign Exchange students, who are without educational records, shall be
85 provisionally assigned to a grade according to chronological age. The principal shall
86 review the initial placement. If the student needs to be placed at a different level the
87 principal shall facilitate an appropriate placement. The highest level of grade
88 placement for students without records or transcripts translated into an English
89 version of Carnegie units by a National Association of Credential Evaluation
90 Services agency shall be grade 11. The translation must list the courses taken, the
91 grades received, and the number of Carnegie units that should be awarded. Credits
92 taken in a foreign country as determined by the official transcript will be transcribed
93 as unweighted credits in determining the student's initial grade point average.
94

95 **STATUTORY AUTHORITY:** 1001.42, 1001.43, F.S.
96
97 Adopted: 10/19/10 (formerly 4.28)