

## **Admission of Foreign Exchange Students**

### Background and Introduction

The School Committee recognizes the value of international student exchange programs and/or the hosting of foreign exchange students. The Harvard School District will accept students from other nations to enter The Bromfield High School through exchange programs authorized by the United States State Department.

Eligible foreign exchange students are those who qualify for J-1 visas under the regulations of the Immigration and Naturalization Services.

### **General and Academic Requirements**

Admission and continued enrollment of a foreign exchange student shall be subject to the following requirements:

1. No foreign exchange student will be admitted who has already graduated from the equivalent of the twelfth grade, or who is older than 18 years and 6 months at the beginning of the program. (22 C.F.R. 62.25)
2. Foreign exchange students are expected to take at least five classes per term and are expected to maintain passing grades in all classes.
3. The foreign exchange student must have sufficient knowledge of the English language to enable effective oral and written communication and to function in a regular educational setting without special assistance.
4. Foreign exchange students are responsible for complying with all District policies and regulations.
5. Foreign exchange students are expected to pay for all lunches, books, athletic and student activity fees, yearbook costs, and all other fees and expenses normally borne by students in the District unless a financial hardship can be substantiated.
6. Foreign exchange students seeking to participate in athletics will be subject to the eligibility requirements of the Mass Interscholastic Athletic Association (MIAA).
7. The exchange student's host family must maintain personal contact with the school, must be available and willing to meet with school personnel when problems or circumstances require and must assume full and final responsibility for resolving problems, including the early return of the student if personal, family or school difficulties cannot be resolved.

8. Any request for admission as a foreign exchange student must be received by the building principal by April 15th prior to the academic year of attendance.

9. The number of foreign exchange students to be approved each academic year will be subject to the approval of the Superintendent and High School Principal based on class size and other factors in the foreign exchange student's grade level.

### **Enrollment and Orientation**

The foreign exchange student and a member of the host family shall meet with the Bromfield principal and a counselor to enroll the foreign exchange student. The following information will be required at this enrollment/registration meeting:

1. Copy of the Foreign Exchange Student's application packet with signed approval from The Bromfield School principal.
2. J-1 visa and passport or birth certificate.
3. Proof of immunization.
4. Proof of physical examination within the last calendar year.
5. Participating host families must reside in Harvard or have school aged children attending Harvard Public Schools as residents of Devens.

Formal entrance to school shall be at the beginning of a semester. An orientation designed to acquaint the Foreign Exchange Student with The Bromfield School and with the Student Code of Conduct shall be provided by the school staff. The Foreign Exchange Student shall be expected to follow school rules including complying with the Student Code of Conduct and to participate fully in the education program provided.

ADOPT: November 13, 2012

Reviewed: May 12, 2014

Cross Reference: [www.afs.org](http://www.afs.org)  
[www.asse.com](http://www.asse.com)  
[School Committee Policy JQ Student Fees](#)