

ADMISSION OF FOREIGN STUDENTS

POLICY #5152.1

The board of Education recognizes the cultural enrichment derived from welcoming non-immigrant foreign students into the educational program. Thus, the Board encourages the attendance of non-immigrant foreign students in the district's high school.

Only non-immigrant foreign students who possess a valid F-1 visa to study in the United States will be admitted to the district's high school. The Board retains the sole discretion to deny admission to any student not meeting all the requirements set forth in this policy and regulation.

High School Program for F1 Visa Students Northeastern Clinton Central School District is certified by the Department of Homeland Security's Student Exchange Visitor Program to issue *certificates of eligibility* (I-20 forms) to non-immigrant students applying to our school. The PDSO (Principal Designated School Official) is the authorized Designating School Official and federal laws and regulation require the PDSO to meet the reporting requirement of the Student & Exchange Visitor Information System (SEVIS).

Program Overview The program is open to applicants in grades 9-12 for one academic year upon the payment of tuition under the terms and conditions adopted by the Board of Education contained in this policy and regulation. No F-1 students will be admitted into grades K-8 and to be eligible students must be between ages 14 through 18 ½ prior to the start of the school year and must be enrolled in and participate in the districts foreign student orientation program held in August prior to the beginning of each school year. The PDSO may also permit ½ year students. In rare instances the PDSO may make other provisions to a student who cannot attend the August mandatory orientation program.

Board of Education Approval In September of each year, The Board will establish the tuition amount for the coming school year. The Board will set a suggested boarding reimbursement fee for the school year which will be paid to local host guardian(s) by the student or sponsoring organization. The Board of Education will be made aware of any new applicants at the time of application.

Tuition and Boarding Fees The tuition amounts collected shall be deposited in the general fund as revenue. Records of these costs must be maintained and kept on file in the business office. The District Treasurer is authorized to invest and distribute boarding fees to local host guardian(s) during the school year on behalf of the foreign student(s).

Sponsoring Organizations and Liaisons The district will recognize student applications from those organization sponsors who have been selected by the PDSO. Should the guarantee or documentation provided by a sponsoring organization prove invalid, further acceptance of foreign students from the organization will be dependent upon proof of compliance with district policy and regulation; at the discretion of the PDSO.

Termination of Enrollment The school district is the legal visa sponsor for the students and the PDSO has the expressed authority to terminate the enrollment of any foreign student whose enrollment does not continue to be "in the best interest of the school district or community". Any violations of school rules, including, but not limited to, excessive tardiness, truancy or other infractions that would result in the suspension of a resident student from school, shall constitute a basis for the foreign student's immediate dismissal.

Issuance of the I-20 Certificate of Eligibility and Admissions After the receipt of tuition funds; the PDSO may issue I-20 forms only to F1 visa students who meet admissions criteria established by this policy. Prior to enrollment the following documentation must be received by the district office:

- Enrollment application
- Proof of adequate health insurance from a US insurance underwriter
- Proof of up-to-date immunization records
- Medical history and proof of a recent complete health physical
- Academic records for grade entrance determination

Student Selection Criteria Regulations for the admission of F1 academic high school students will include, but are not limited to: terms and conditions contained in this policy, a minimum English language proficiency, acceptable academic grades (B/3.0 level or better, grade placement, extra-curricular interests, enrollment limitations of students speaking the same language – allowing for multiple countries of origin but limiting the number of students from one country.

Mandatory Orientation Program and Continued Support The PDSO shall develop a program of orientation and continued support for foreign students and provide the students with the opportunities to meet our teachers, staff and student representatives, and help to prepare the foreign students for living in the United States and attending NCCSD throughout the school year.

Extra Academic Classes, Elective Courses and Other Program Offerings

The tuition fees established by the Board for F1 high school students are for the actual cost of providing education and do not include extra costs associated with elective course offerings, alternate academic classes, excursions, dual enrollment classes, travel credit courses, independent study, or BOCES programming. These programs are often subsidized by the district for resident students. Tuition includes the cost of classroom curricular field trips.

Transportation F1 academic high school students who reside in the school district with a local host guardian(s) will be provided transportation to and from school pursuant to district policy. For students enrolled but residing out-side of the district; transportation will be provided to and from school if and only if existing bus routing is used, and there is sufficient room on the bus.

ADMISSION OF FOREIGN STUDENTS REGULATION

The PDSO shall review all applications submitted by approved sponsoring agencies for the admission of foreign students and shall be responsible for the issuance of the Department of Homeland Security *certificate of eligibility* (I-20 Form) to F1 Visa student applicants according to established policy and guidelines.

Applications

All applications must be received by the District Office no later than June 1 of the preceding school year in order to be considered for enrollment. Any exceptions must be made by the Board of Education.

- a. Applications are limited to grades 9-12 with a maximum of 12 months of study.
- b. Applicants must be between the ages 14 through 18 years and six months.
- c. The student must provide academic records.
- d. The student must be proficient in the English language.

Admissions and Selection Criteria

- a. Language Testing: student must have completed a pre-arrival language proficiency test with a proficiency of at least a conversational level. Most students take the Secondary Level English Proficiency (SLEP) test and the district looks for a minimum score of 50. A skype interview must be conducted between the PDSO and the student to confirm an acceptable level of English language proficiency.
- b. Academic Grades: a student must show the ability to meet the academic rigors of the school and maintain passing grades. Students must have a minimum of a B/3.0 average to be considered.
- c. Academic Interests: a balance of interests with the international students so that we don't have just musicians or athletes, etc.
- d. Grade and Student Ratio: number of students placed in each high school grade will vary from year to year.
- e. Input from prospective host parent(s): collaboration with the prospective homes

Documentation

Prior to final acceptance and enrollment of students accepted by the PDSO and who have been issued I-20 *certificate of eligibility*, the district must receive no later than 3 weeks prior to the start of the school year the following:

- a. Payment of the full tuition and boarding fees to the school in the amounts established by the Board
- b. Recent medical history and proof of recent physical examination relating to their health status
- c. Proof of insurance as set forth by this policy.
- d. Provide proof of updated immunizations (failure to provide documentation will result in immediate termination of the I-20)

Registration; Graduation; Athletics

- a. F1 students must agree to arrive in time to attend the district's August orientation program.
- b. F1 students enrolled for a full academic year must remain through the districts June testing dates in order to receive a final GPA for the year.
- c. F1 students will be provided a form to be signed by him/her and the host family indicating compliance with the conditions as stated in this policy and the school district Code of Conduct.

- d. The student must agree to conform to established standards of acceptable behavior and conform to the rules and regulations of the high school.
- e. Prior to the first day of enrollment, the PDSO shall meet with each student and respective host family and provide each of them with the Student/Parent Handbook and a copy of the District Code of Conduct.
- f. The district reserves the right to deny admission to any student not meeting all the requirements set forth in this policy and regulation.
- g. F1 students will be granted a certificate upon completion of an approved course of study and will be allowed to participate in commencement exercises, as appropriate.
- h. NCCS high school diplomas will be awarded to students who have attended NCCS for one full year and who have passed all required courses and New York State Regents exams. These requirements include, but are not limited to, satisfactory course work in government and economics and the passing of the following New York State Regents exams:
 - a. US History
 - b. Algebra, Geometry or Algebra II/Trigonometry
 - c. Earth Science, Living Environment, Chemistry, or Physics
 - d. English
- i. F1 students will be allowed to participate in interscholastic sports as long as they have established residence with a host family living in the NCCS school district. All rules applying to NCCS students pertaining to athletics will apply to F1 students.

Termination of Progress

A student's participation may be terminated at any time by the PDSO for failure to abide by established guidelines, including:

- 1. Failure of two or more courses of study for 2 consecutive marking periods
- 2. Failure to conform to established rules and regulations
- 3. Failure to conform to the regulations established by the sponsoring organization and/or excessive absences.