



*A World-Class Community of Learners*

## **598 SCHOOL ADMISSION FOR FOREIGN EXCHANGE STUDENTS PROCEDURE**

### **I. School Admission for Foreign Exchange Students Procedure**

When the enrollment center is notified of a potential foreign exchange student, they will notify the High School Principal of the upcoming student and the agency/exchange program that is working with the student for registration.

1. The agency/exchange program should be one that has worked with Fridley students in the past, such as a program through the Fridley-Columbia Heights Rotary, Youth for Understanding (YFU) or American Field Service (AFS).
2. If the student is coming through one of the mention programs, the organization should send the student's profile and all required paperwork to the high school principal for review.
3. The student should have a J-1 Visa.
  - a. If the student is not J-1 Visa, the enrollment center should tell the student they cannot be enrolled.

#### **NOTE:**

- a. Fridley High School will limit the number of foreign exchange students to 5 per year maximum.
- b. Requests can be accepted January 1 until full for the following school year.
- c. Fridley Public Schools is not a Student & Exchange Visitor Information System (SEVIS) approved district. This is an I-20 visa program. These students/host families can be referred to the enrollment center for assistance.

International exchange students shall be reported in the district student information system as follows:

1. Students should be in grades 9-11.
2. Maximum enrollment period is one school year.
3. International exchange students will receive a diploma from Fridley High School.
4. J-1 visa students are considered residents of the enrolling district.
5. Host parents are designated as guardians.
6. For MARSS reporting use end status of – 40 – EOY, enrolled on last day of school year and State Aid Category of 02-Foreign Exchanges J-1 Visa.

Created October 2, 2018  
Reviewed October 2, 2018  
Revised November 5, 2018