

ADMINISTRATIVE REGULATION

Placentia-Yorba Linda Unified School District

Students

5118.1 - AR

ADMISSION OF INTERNATIONAL EXCHANGE STUDENTS (J-1) AND NONRESIDENT FOREIGN STUDENTS (F-1)

A. Purpose and Scope

To establish criteria for granting international exchange and nonresident foreign students admission to attend public school pursuant to federal immigration laws and board policy

B. General

1. F1 or J1 visas students may be granted admission to attend public high school (Grades 9-12).
2. The international exchange student shall not be less than 15 years or over 18 years of age on the first day of attendance and must not have completed 11 years of schooling, and have not previously participated in a student exchange program in the U.S.
3. In determining whether to admit a student, the Superintendent or designee shall consider whether the following conditions exist:
 - a. A suitable program exists at the school where space is available.
 - b. The student's English proficiency is sufficient for successful study at that school.
 - c. The student has provided proof of financial responsibility.
 - d. The student has not graduated from an equivalent secondary program.
4. A student shall submit evidence that he/she has been fully immunized in accordance with California law and shall submit all appropriate verification of birth and scholastic records.
5. A student shall be admitted for a maximum of one year.
6. A student shall be subject to the same policies, rules of conduct, and attendance requirements as all other PYLUSD students. If a student is found to have violated district/school rules or policies, the nonresident foreign student's placement may be terminated and the international exchange student may be referred back to the sponsoring organizations for termination of placement within the district, as determined by the Superintendent or designee.

7. International exchange students shall be eligible for participation in interscholastic sports with approval by the school of attendance, if the student has been placed with a host family by an exchange program accepted for listing by the Council for Standards for International Educational Travel (CSIET), and if the sponsoring program has been approved by the California Interscholastic Federation (CIF) and is listed in CIF bylaws, or otherwise is in accordance with state bylaws of the California Interscholastic Federation as well as applicable section bylaws and approved by the CIF section (CIF bylaws, Article 2, Section 212).

C. Procedure for F1 and J1 Students

F1 Student Procedures

1. An F1 visa is a nonimmigrant visa intended for use by nonresident foreign students whose primary purpose for entering the United States is to study at an academic high school (9-12).
2. Students with F1 visas wishing to attend high school (9-12) will be evaluated for admission on a case-by-case basis. These students must request an I-20 certification from the district to be considered for admission.
3. Parents/guardians of a non-resident foreign student may obtain the F1 student's visa by submitting an I-20 request through the Student Services Office.
4. Requests for the I-20 certification made at the school site shall be referred to the Student Services Office.
5. The Student Services Office shall notify the school of attendance when the I-20 is finalized and shall forward a copy to the school.
6. The Student Services Office shall send a copy of the I-20 to the Business Services Division for the determination of the per-student cost.
7. A student granted admission under this program shall pay the District the full, unsubsidized per-student cost of attendance at the secondary school.
8. The Business Services Division shall request from the parent the appropriate reimbursement for the child's educational program.
9. The Student Services Office shall review all I-20 requests on an annual basis and notify the Business Services Division and the schools of attendance of all I-20 renewals.
10. A student shall be enrolled as a full time student and will take classes appropriate for the grade level in which they are enrolled, as determined by the school counselor.

J1 Student Procedures

1. International exchange students are expected to attend the high school of residence of the host family, or the school where the host family's students currently attend based on space availability.

2. International exchange students shall be enrolled as full time students and will take classes appropriate for the grade level in which they are enrolled, as determined by the school counselor.

D. Reports Required

As required by state and federal agencies

E. Record Retention

I-20 forms are to be maintained by the Student Services office. The I-20 form shall be part of the student's file.

F. Responsible Administrative Unit

Executive Services

G. Approved by:

Richard McAlindin
Responsible Division Head

6-20-16
Date

Doug Domene
Superintendent

6-20-16
Date