



Guidelines for Enrolling Foreign Exchange Students Basehor-Linwood High School

- Foreign exchange students from organizations approved each year by KSHSAA shall be admitted to the district on a tuition-free basis. Other foreign exchange students who meet residency requirements may be allowed to enroll in the district under rules established by the board.
- Basehor Linwood High School will accept a maximum of 2 exchange students
- Student must be residing with a host family who lives within USD 458 boundaries.
- Host Family must have students that currently attend a USD 458 school
- The exchange organization will provide the School Board Office with an information packet. This packet must include:
 - Personal letter from the student
 - Detailed information on student and natural family
 - Proof that the student has sufficient language ability to function in an American classroom
 - Original transcript of student's high school grades, with English translation which must meet school requirements, for placement. The Supervisor of Student Services must review the transcript prior to admission.
 - Necessary medical history, including proof of immunization as required by the school district, any medical/physical restrictions and a recent physical exam with proof of required immunizations. The School Health Coordinator will review the health records prior to admission
 - Copy of J1-Visa
- The foreign exchange student must be 17 years of age at the time of enrollment to ensure they possess the maturity necessary to fulfill the commitment of the foreign exchange contract.
- Once the packet has been reviewed and meets all the requirements, the principal must approve final placement. Upon approval, the principal should sign the approval form and return the original copy to Central Office. The principal will then advise the School Counselor that the student may be scheduled for classes. No student should be scheduled until Central Office and the principal have approved the placement.
- The counseling administrative assistant will enroll the student and arrange a meeting with the student, host family, counselor, and administrator to set the student's schedule and discuss expectations and school policies and procedures.
- The school Counselor will place the student in classes that are appropriate based on the transcript and acceptable by the student's home school for reverse transfer.
- Exchange students have all rights and privileges accorded to community students – EXCEPT the right to a diploma.
- Exchange students are expected to pay all normal expenses, including standard course and extracurricular activity fees.
- Exchange students must be aware that participating in interscholastic athletic teams means they must comply with district and state athletic eligibility regulations.
- Exchange student's enrollment eligibility will be for one year only.
- Exchange students and host families are expected to know and must follow all school policies and rules.
- Basehor-Linwood High School will make every effort to integrate the foreign exchange students into the school community and culture. The student will be encouraged to participate enthusiastically in school activities, to make friends, to make a personal contribution to the school. They can help spread the word about their country and themselves, informally and by making presentations in classes and to community groups and talking to media when asked.