FOREIGN EXCHANGE STUDENTS, PART I

1. Foreign Exchange students will comprise no more than 10 at each high school.
2. The local representatives from the various programs should contact the foreign exchange student
designee of the high school to secure approval to place the student and must submit all required
documentation concerning each exchange student no later than August 1 prior to the academic year of
attendance.
3. Sponsoring agencies shall meet the requirements of the Council on Standards for International
Educational Travel.
4. Every foreign exchange student must be at least 16 years old prior to September 1 of the year enrolled
and will be classified as a junior and participate only in activities accorded the junior class.
5. No foreign exchange student will receive a diploma from Clear Creek ISD.
6. Foreign exchange students will not be placed in the class ranking.
7. Any cost for student records required by the foreign exchange program or country is the responsibility
of the student.
8. Foreign exchange students must enroll within the first three weeks of the school year. No foreign
exchange students will be admitted at mid-term in CCISD.
9. The host family must enroll the exchange student. The area representative may not handle this
procedure.
10. Every foreign exchange student must be fluent in writing and speaking English.
11. No foreign exchange student will be enrolled in English as a Second Language class, ELL, sheltered,
or courses designed for remedial instruction.
12. Foreign exchange students will enroll in U.S. History and English III (American Literature).
13. Foreign exchange students will take the state-wide assessments.
14. Foreign exchange students will receive no free or reduced lunch as part of the exchange. Program or
course fees will be the responsibility of the foreign exchange student or host family.
15. Coaches and sponsors of extracurricular activities will be responsible for obtaining and checking
proper credentials for participation in each activity.
16. The exchange student is responsible for providing the MONTH/DATE/YEAR of all immunizations.
Immunization records must be in English.
17. If a foreign exchange student is returned to his/her country or moved to another school district, no new
foreign exchange student can be sent to replace the student being sent home or being moved.
18. Foreign exchange students must attend the school in which the host family is zoned for the entire
school year. Intradistrict transfers are not allowed for foreign exchange students. If necessary to
change the host family, the new host family must reside in the attendance zone where the exchange
student currently attends school.
19. Host family will sign a CCISD Regulations on Foreign Exchange Students, Part II.

I ______________________________ am requesting to place _______________________ in CCISD for
(Area Representative)      (Name of Student)
the ___________ school year. I further certify that _________________________ meets all of the above
(Name of Student)

_________________________________________________ ____________________
Area Representative Signature     Date

_________________________________________________ ____________________
High School Foreign Exchange Student Designee     Date