SOUTH BURLINGTON SCHOOL DISTRICT

INTERNATIONAL STUDENT ADMINISTRATIVE PROCEDURES

The South Burlington School District recognizes the educational importance of students' developing an awareness of other cultures and being able to interact with people in other countries in order to become successful and responsible citizens in a rapidly changing society.

The South Burlington School Board enthusiastically supports an international student exchange program and has authorized the Superintendent to waive tuition for no more than twenty-five international exchange students.

Non-resident students seeking enrollment through paying tuition privately are not eligible to enroll in the South Burlington School District.

PROCEDURES

1) **Limited International Student Exchange(s):** The high school sponsors a program (The International Experience – TIE) which offers students the opportunity to spend approximately three weeks in a foreign country. Our students attend a high school in this country while living with host families, which have students of approximately the same age and grade level. South Burlington High School students attend the foreign high school along with their host student. The exchange is completed when the international students spend approximately three weeks at South Burlington High School while living with our students' families. These programs are established to be learning activities for students of a world language and are intended to provide academic and cultural enrichment to the curriculum. Priority for participation is given to 11th and 12th grade students and other students who have not had a TIE or similar experience and who will not have another opportunity for a similar experience prior to their scheduled graduation. Students must also be in good academic standing and have demonstrated responsible character and citizenship.

2) **Standard International Student Exchange:** Occasionally, South Burlington High School students or students at our TIE partner schools express an interest in spending a longer period of time in an exchange. Also, several private student exchange organizations approved by the Council on Standards for International Educational Travel (CSIET) recruit our students to live abroad or want to place international students in South Burlington homes and subsequently in the school

district. The School Board supports such exchange programs under the following conditions:

a) exchange organizations other than TIE must be sanctioned by CSIET
b) the international student must carry a full academic schedule
c) the international student has demonstrated scholastic and interpersonal skills with evidence of English proficiency
d) the host student and family are able to provide the emotional and daily support necessary for the international student to have a successful experience
e) international students who desire a South Burlington High School diploma at the conclusion of their experience must meet all graduation requirements.
f) international students hosted privately by South Burlington families, i.e. where placement is not arranged by TIE or an exchange organization sanctioned by the Council on Standards for International Educational Travel (CSIET) will not be accepted.

3) **Application Process:** Families in South Burlington who would like to host an international student are expected to contact the South Burlington High School or Frederick H. Tuttle Middle School guidance office to request a host family application form for international students. Once the principal has reviewed the application, they will forward to the superintendent for consideration. With the exception of the three-week TIE program(s) priority for approval of exchange student placement will be given to those seeking a full-year experience. No more than twenty-five international placements will be accepted.

4) **Waiver of Tuition:** Waiver approval for students entering through an approved Council on Standards for International Educational Travel (CSIET) Program shall be granted at the discretion of the superintendent.

SOUTH BURLINGTON SCHOOL DISTRICT
550 DORSET STREET
SOUTH BURLINGTON, VERMONT 05403

Host Family Application - International Student

1. **Student Name** _____ _____
   Family Name First Name

2. **International Address** _____
   Street Address/Number/Apartment
   _____ _____
   Postal Code and City Foreign Country

3. **Parent Names(s)** _____

4. **International Telephone** _____

5. **Native Language** _____

6. **Sponsoring Agency** _____ _____
   Name of Exchange Organization Telephone
   _____ _____
   Street Address/Number/Apartment City/State/Zip Code

7. **Agency Representative** _____ _____
   Name of Local Agency Representative Telephone
   _____ _____
   Street Address/Number/Apartment City/State/Zip Code

8. **Host Parents(s)** _____ _____
   Parent Name(s) Telephone
   _____ _____
   Street Address/Number/Apartment City/State/Zip Code

9. **Duration of Stay with Host Family** _____

10. **Enrollment Information**
    ☐ South Burlington High School ☐ FHT Middle School
    School Year _____ ☐ First Semester ☐ Second Semester

    Candidate for High School Diploma? Yes ____ No ____

11. **Program Name**
    Council on Standards for International Educational Travel (CSIET)
    Program Name _____

12. **Host Signature**
    I have read the International Exchange Student procedures.

    _____
    Signature of Host Parent

12. **Principal Signature**
    _____
    Signature of Principal

Administrative Use Only

Date of Application Received _____ Date of Action _____
☐ Approved ☐ Denied

_____
Superintendent