

FORM A

**INTERNATIONAL STUDENT EXCHANGE ORGANIZATION
APPROVAL APPLICATION
APPLICATION WINDOW: SEPTEMBER 1 TO OCTOBER 15**

Name of Organization _____

National Director _____

Address _____

City/State/Zip _____

Phone Number _____

Email _____

Area Coordinator _____

Address _____

City/State/Zip _____

Phone Number _____

Email _____

Local Representative _____

Address _____

City/State/Zip _____

Phone Number _____

Email _____

Type of Visa Issued for Students _____

Is this organization designated as a teenage-exchange-visitor program by the State Department of the United States? Yes _____ No _____

Is this organization approved by the Council for Standards on International Educational Travel (CSIET)? Yes _____ No _____

FORM A

If this organization is not designated by the State Department and/or is not approved by CSIET, please describe the status and history of this organization as an international exchange program. In addition, please indicate where the organization is headquartered and incorporated and whether the program has profit or nonprofit status:

Is this organization known by any other names? If so, which? _____

What countries are involved in this organization's international student exchange program?

Which cities and states in the USA are involved?

How long has this program operated in Colorado? _____

Does this organization place students recruited by other organizations? _____

What are the goals and objectives of this international student exchange program and how are they achieved?

Please provide the names, addresses and phone numbers of two (2) persons who may be contacted as references. The references should include a school administrator and a host family.

Reference 1:

School Administrator _____

Name of School _____

City/State _____

Contact Person _____

Phone _____

Email _____

Reference 2:

Host Family _____

Contact Person _____

Phone _____

Email _____

FORM A

INBOUND STUDENTS

Program Design

How are host families in Adams 12 Five Star Schools recruited for this program and what are the criteria for acceptance? *Please submit a copy of the host family application and interview forms along with this application.*

How are students from other countries recruited for the program and what are the criteria for acceptance in the program? *Please submit a copy of the student application form.*

How does this program assess English language proficiency? What criteria does your program use to determine a student's capability to use effective oral and written communication, to use instructional materials printed in English and to function in the regular educational program?

How does the organization handle the situation where a student is unable to function in the regular program because the student's English is found to be insufficient?

What type of orientation and ongoing support does this organization provide for international exchange students, their host families and schools? *Please provide copies of any handbooks or other support materials.*

What program personnel are available for assistance to international exchange students, their host families and their host school in case of questions, problems or emergencies?

What training do local representatives receive to prepare and assist them in their work with international students, host families and schools?

Program Design

What provisions are made for health care of an inbound international exchange student sponsored by this program?

What accident/health insurance is provided for inbound international exchange students sponsored by this program?

What are the policies regarding inbound international exchange student conduct and school performance?

FORM A

Program Costs

What are the itemized and total program costs in US dollars for an inbound exchange student sponsored by this program? (Including travel, insurance, program fees, etc.)

ITEM	COST
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL COST	USD _____

What is the cost of this program to an Adams 12 host family?

Does an Adams 12 host family receive a stipend for hosting an inbound student?

What arrangements are in place in the event a student must be sent home before the conclusion of the program?

FORM A

Local Representative Affirmation Agreement

PROFICIENCY OF ENGLISH LANGUAGE

If an international exchange student's English proficiency is found to be insufficient to function in the regular program without special language assistance, the student shall be considered for inclusion in the District's English Language Learner Program on the same basis as any other student enrolled in the District.

STUDENT'S APPLICATION

Copies of each student's complete application made to the student exchange organization and a completed Adams 12 international exchange student application (Form B) must be submitted to the school prior to enrollment in the school.

CHANGES IN HOST FAMILIES

I will inform the school of attendance if there are any changes in host families after initial placement.

I hereby acknowledge I have read, understood and agreed to abide by the attached Adams 12 Five Star Schools policies and procedures governing the enrollment on International Exchange Students. This is **not** an approval or guarantee of acceptance as an approved international student exchange organization nor of any specific student or number of students.

Name of Local Representative

Signature of Local Representative

Date

District Use Only

Approval Granted

Signature of District Administrator

Date