KELLER ISD	Key Strategic Priority: 3
ADMINISTRATIVE REGULATION	Learning
High School - Foreign Exchange Students	FD(R2)

TEA Foreign Exchange Student Waiver, pursuant to TEC 25.001 (e)

- The superintendent's designee for oversight of the District's foreign exchange program will pursue the foreign exchange student waiver option in a timely manner to limit the number of foreign exchange students to five students at any high school that is below capacity.
- At any point that a high school reaches capacity acceptance of Foreign Exchange students shall drop to two Foreign Exchange students per campus per academic year.
- Host families for Foreign Exchange students must live in the attendance zone in which the student will attend high school unless the student is attending a below-capacity school and the appropriate attendance zone campus already has two Foreign Exchange students.

REQUIREMENTS FOR APPROVAL OF FOREIGN EXCHANGE STUDENT

In order for the Foreign Exchange Student's Application Packet to be complete, the following documents must accompany the Student Application when submitted to Keller ISD for review and consideration of acceptance.

1. Proof of Residency for host family
   a. Example: water, electric, gas or residence phone bill dated within the last 30 days and showing the host family's name and physical address
   b. Copy of Host Family Parent's Driver's License or other state issued ID.
2. Organization profile / portfolio
3. Record that all immunizations have been completed to comply with the law
4. Translated transcript
5. Letter saying organization is in compliance with SEVIS (the Student Exchange and Visitor Information System).
6. Documentation showing organization is CSIET (Council on Standards for International Educational Travel) approved

Keller ISD does not award diplomas or allow students to graduate from high school. Foreign Exchange students will not be calculated into class rankings.