



Eanes ISD Foreign Exchange Student STEPS TO ENROLLMENT

Eanes ISD welcomes up to five (5) foreign exchange students each year. Below are the steps for Foreign Exchange Organizations and Eanes ISD host families to complete.

STEP 1

The **Foreign Exchange Organization** submits the foreign exchange student's application and accompanying documents to Heidi Sauer (hsauer@eanesisd.net) for evaluation. The deadline for submission is June 15.

- Organization application
- Official transcript in English
- [Immunization Record](#) in English (including month/date/year of vaccination)
- Language proficiency exam scores

The Foreign Exchange Organization acceptance form will not be signed until all materials are evaluated and the foreign exchange student is approved for enrollment.

STEP 2

Once the foreign exchange student has been approved for enrollment (Step 1), the **Eanes ISD host family** will complete the online enrollment process (www.eanesisd.net/parents/enrollment).

- Create an account.
- Gather required documents.
- Complete online enrollment.

Once the enrollment application is approved, the host family will be notified by the registrar and an appointment will be scheduled to select courses.

During this part of the process, the campus registrar is the contact person.

STEP 3

The campus registrar will contact the host family to set up an appointment for the **host family and exchange student** to meet with their school counselor to select courses and ask questions. Appointments are scheduled intermittently during June and July, with additional availability in August.

From this point forward, the school counselor is the contact person.