



Title: **Admission of International and Visiting Students Procedure**

Code: JFABB R

Section: Section J: Students

International student admission requirements

Academy District 20 regards students sponsored by District-approved international exchange organizations (J-1) as international exchange students.

When an international exchange organization contacts Academy District 20 to enroll an international student, its representative will present required documentation to the Learning Services department. The designated school district official will determine if the student's application meets standards established by Academy District 20. If the application is approved by Learning Services **and** the high school principal where the student wishes to enroll, the school district official will sign the international exchange organization's enrollment form. Academy District 20 reserves the right to reject incomplete, substandard and untimely applications.

Requirements for all international students (J-1 visas)

All international student candidates must meet the following requirements for admission to Academy District 20, which include:

1. The international student must be at least fifteen years of age and younger than nineteen by September 15 of the year in which he/she enrolls in Academy District 20. Proof of age must be provided with an English translation of the birth certificate or a copy of the passport.
2. The international student must not have graduated from high school or its equivalent in his/her home country.
3. The international student must reside with one host family for the entire school year unless a multiple host family arrangement has been approved by the superintendent or designee. Each host family must either be an Academy District 20 resident or have a student who is already "choiced" into the high school where the international student will enroll. Proof of residence is required for resident host families.
4. International students must enroll as full-time students in Academy District 20. The sponsor, host family and local program representative must maintain personal contact with the school, must be available and willing to meet with school personnel when problems or circumstances require and must assume full and final responsibility for resolving problems including the early return of the student if personal, family or school difficulties cannot be resolved.

5. English Language Proficiency:
 - a. The international student must have sufficient knowledge of the English language to enable oral and written communication, to use instructional materials and textbooks printed in English, and to function in the regular educational program without special professional assistance or ELL support.
 - b. It is the host family's responsibility to provide the international student with necessary tutoring and extra support services if the student has difficulty with English once enrolled.
 - c. The sponsor/organization must provide the District with an official English translation of the international exchange student's complete high school transcript. The record should reflect courses taken and grades/credits earned.
 - d. The international student must provide evidence that he or she has successfully completed a minimum of three years of instruction in the English language, which includes listening, speaking, reading, and writing.
 - e. A letter of recommendation from the most recent English language teacher of the student, documenting the type of instruction the international student has received and the student's level of English proficiency is required.
 - f. An English writing sample demonstrating proficiency, or an ELTIS score of 670 or higher by the student must be submitted as part of the application packet.
6. The international student must have average or above average grades in all subjects and must not be receiving special professional assistance to function in the regular academic program.
7. The international student or exchange organization must provide evidence, in English, of all immunizations required in the United States and by Academy District 20.
8. Prior to beginning school, the host family student must complete the online enrollment process through the Academy District 20 Central Registry website prior to going to the high school to create a schedule.
9. Within two weeks of the international exchange student's arrival, the host family must provide to Learning Services a copy of the international exchange student's visa (attached inside their passport) and a copy of the entry stamp from their passport.
10. The eligibility requirements of the Colorado High School Activities Association shall be followed.

Requirements for all host families of international students (J-1 Visas)

1. A host family's complete application to enroll an international student must be approved by the Learning Services department **and** the hosting high school principal.

Requirements for all international student organizations (J-1 Visa)

To be considered for approval by Academy District 20, an international student exchange organization must meet the following minimum requirements:

1. The organization must be approved by and be in good standing with the Council on Standards for International Educational Travel (CSIET).

2. The organization must be approved by Academy District 20 annually.
3. The organization's local representative must present a clear background check annually from its national office.
4. The organization must have a local representative who resides within the region and who will meet with school personnel, the international students, and host families on a regular basis.

Non-immigrant visiting students in grades K-12 (B-1/B-2 Visa)

In accordance with federal law, District 20 will not enroll students entering the U.S. on a B1/B2 visitor visa. Students may enter as guests of a school for a period of up to 10 consecutive days with the principal's prior permission. There is no fee for this visit, no transportation is provided, and no credit for attendance is given.

Revised: October 27, 1999

April 10, 2003

February 3, 2005

February 15, 2008

January 15, 2009

February 27, 2012

November 20, 2013

July 1, 2022

February 13, 2023

September 30, 2024

Reviewed: January 3, 2007

Adopted: **January 03, 2007**

Last Revised: **September 30, 2024**