



# JARRELL ISD

## FOREIGN EXCHANGE STUDENT APPLICATION

- Applications will be accepted March 3, 2025 through April 2, 2025
- If you have additional questions, please contact Kelly Blair at (512) 746-2124 or email [kelly.blair@jarrellisd.org](mailto:kelly.blair@jarrellisd.org)

## JISD Foreign Exchange Program

It is the goal of Jarrell Independent School District (JISD) to provide international students from diverse cultures, who are approved for enrollment, the opportunity to experience the rewards of participating in quality educational programs, to meet and interact with students with a variety of interests, and to become more fluent in both written and spoken English.

Due to rapid growth in the area, the District has applied for a waiver from the Texas Education Agency to limit the number of foreign exchange students at any high school to a maximum of five students per year.

The following guidelines have been developed to assist nationally recognized foreign exchange organizations, foreign exchange students, and host families regarding the requirements and expectations for application, acceptance, and participation as a Foreign Exchange Student in Jarrell ISD. Once all completed applications are submitted to the Jarrell ISD Administration Office, the applications will be reviewed and a maximum of five will be selected pending approval of the TEA waiver.

### Requirements for Approval of Foreign Exchange Students

Jarrell ISD will complete a state waiver for allowance/limitation of a maximum of five Foreign Exchange Students per high school.

Please note, any cost for student records required by the foreign exchange organization or home country is the responsibility of the foreign exchange student.

1. All foreign exchange organizations shall meet the requirements of the Council on Standards for International Educational Travel (CSIET). The District will consider foreign exchange students from agencies listed in the most current issue of The Advisory List published by the Council on Standards for International Educational Travel (CSIET). Programs in violation of District guidelines may be excluded from consideration
2. Application forms and all required documentation must be received by April 2, 2025. This includes an official transcript of the student that has been translated into English.
3. The host family must reside in the high school attendance zone for the high school for which the foreign exchange organization is making the application.
4. The foreign exchange student is responsible for providing an English translation of an immunization report that includes the month/date/year of all required immunizations, along with the application for admission.
5. The host family is responsible for registering the student. A representative from a foreign exchange organization may not enroll the student.
6. Foreign exchange students are accepted for one full instructional calendar year only. No foreign exchange student will be accepted for a single semester.

7. All Jarrell ISD foreign exchange students must be enrolled for a full day of school. A high school typical schedule starts at 8:00 a.m. and ends at 3:35 p.m.
8. The foreign exchange student's transcript prior to registering in Jarrell ISD will be evaluated to determine student grade level and courses.
9. Foreign exchange students will be classified as an 11th grade student, are expected to take the state assessments required for 11th grade and will not be included in a high school's class ranking or graduation. If a foreign exchange student is an eligible Emergent Bilingual (EB), the STAAR EOC assessment special provision under the Texas Administrative Code at 101.1007 applies.
10. The exchange student will find the exchange experience more gratifying if they have adequate English language proficiency skills.

Coaches and sponsors of extracurricular activities will be responsible for obtaining and evaluating proper credentials to determine a foreign exchange student's eligibility for participation in a UIL activity for which the student expresses interest.

Students are subject to District attendance and discipline policies and are expected to participate fully in their classes, including taking tests. Students must be in attendance at least 90 percent of days each course is offered to receive credit. Absences for any reason are counted in the attendance record.

The student will be officially approved for placement when the school acceptance form has been signed.

- a. Once approved, the host family must complete online registration and visit Central administration in order to provide enrollment documentation. The host family must present proof of residency in the District at that time.
- b. The foreign exchange family will need to set up an appointment with the counselor for class scheduling.

If a foreign exchange student is returned to his/her home country or is moved to another district after acceptance in Jarrell ISD, the foreign exchange organization will not be allowed to replace the student who has been withdrawn.

If the application is approved, a letter of acceptance will be forwarded to the agency, no later than April 17, 2025.

***Representatives of foreign exchange organizations should contact Jarrell ISD Central Administration Office regarding questions about the application process. The district office main phone number is (512) 746-2124.***

## Acknowledgment of Jarrell ISD Foreign Exchange Student Guidelines

I, \_\_\_\_\_, have read the Jarrell ISD Foreign (Agency Representative Name) Exchange Student Guidelines. As a representative of \_\_\_\_\_ (Foreign Exchange Agency Name)

I agree to abide by all the rules and guidelines in effect to provide a quality experience for the students I oversee in homes of host families within the Jarrell Independent School District boundaries.

I agree to provide a copy of and to discuss in full the guidelines with host families within the District. I understand that failure to abide by any of the rules or guidelines either by the student, the host family, or myself will cause immediate withdrawal from the school district and could negatively affect future placement of foreign exchange students by my agency.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ .  
(day) (month) (year)

\_\_\_\_\_  
Local Agency Representative Signature

\_\_\_\_\_  
Local Agency Representative Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

**(TO BE RETURNED WITH EACH STUDENT APPLICANT FILE SUBMITTED)**

## Jarrell ISD Cover List of Applicant File Contents

Student Name: \_\_\_\_\_

Country Represented: \_\_\_\_\_

Foreign Exchange Agency: \_\_\_\_\_

Foreign Exchange Local Representative: \_\_\_\_\_

Representative's Telephone Number: \_\_\_\_\_

Check the items included in your packet. Complete files contain the following documents:

- Cover List of Applicant File Contents
- Acknowledgement of Jarrell ISD Foreign Exchange Guidelines
- Official High School Transcript
- Birth Certificate/Passport
- Host Family Information
- Foreign Exchange Student's Parent/Guardian Information from Home Country, including email address(es) and phone number(s)
- School Acceptance Letter
- Immunization Record
- Proof of residency
- Additional items submitted are: \_\_\_\_\_

Agency Representative Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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