



# Huntington Beach Union High School District Board Policies and Administrative Regulations

AR 6145.6

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## International Education

### Diploma

Students in foreign exchange programs will be granted a diploma only if they satisfactorily complete all of the following graduation requirements using both foreign and local school transcripts:

1. Subject area requirements
2. Required units of credit
3. Two semesters of full-time enrollment within the district or a minimum of one semester of full-time enrollment with an additional full-time semester of transfer credit from another high school in the United States.

### Credit

Students in foreign exchange programs must provide official transcripts translated into English for all schooling completed since age thirteen. The student transcript must indicate:

1. Classes attempted and classes completed with completion date
2. The amount of time each class met
3. The total number of class periods held during the grading period, and
4. A descriptive or numerical evaluation of the student's academic performance.

Guidance staff may assign pass or fail grades whenever the above transcript provides descriptive evaluations rather than letter or numerical grades. A maximum of 60 units of credit per year will be granted for courses completed in the foreign country.

Credit will not be granted for travel experiences.

### Admission of Foreign Exchange Program Students

District policy: Students must not reach 18 years of age any month during the fall semester of high school attendance to be qualified for admission or for placement in the senior class. Students must be proficient in English and academically able (student will be in mainstream academic classes; no LEP or any other type of special support program placement). One semester placements will be approved only for spring semester (February-June).

### Admission of Foreign Exchange Program Students (continued)

Federal Regulations: In order to approve the admission of a student in a foreign exchange program, the Superintendent or designee must give written authorization for fall enrollment by June 1 of the preceding school year. The district acceptance followed by confirmation of a host family living within the district should occur at least five weeks before the student leaves his/her own country (USIA criteria).

California Regulations: To be accepted to study in California, a student must demonstrate (California Government Code: Article 8.2 of Chapter 6, Division 3, Title 2):

1. Sufficient command of the English language to function well in regular classes
2. Good character
3. Maturity

In addition, the student must not be a high school graduate in the home country or be identified as a member of the highest/senior class from the prior school year.

Before the student leaves the home country, the program must receive acceptance in writing from the admitting district. The assignment of the student to the host family must occur three or more weeks prior to the departure of the student from the home country. The organization shall maintain continuous personal contact with each of its students, the host family and the high school in which each student is enrolled. The exchange program is responsible for any action to attempt to resolve any academic or social problems for the exchange student. (California Government Code: Article 8.2 of Chapter 6, Division 3, Title 2)

### Registration of Foreign Exchange Program Students

Students are requested to arrive within the district no later than three weeks prior to the beginning of the semester of attendance. Upon arrival the student and host family will meet with the Director of Pupil Personnel Services for orientation and educational planning to include explanation of curricular levels/offers, commencement recognition and diploma requirements. An Approval for Enrollment of Foreign Exchange Program Student will be given at that meeting which is to facilitate registration for classes without the delay of language assessment (not required).

### Athletics

Foreign exchange students shall be eligible for participation in interscholastic sports if their sponsoring program is listed in the California Interscholastic Federation (CIF) bylaws. Participation by other foreign students must be approved by the CIF section (CIF bylaws, Article 2, Section 212).

Exchange Program Advisors

The Director of Pupil Personnel Services will meet annually with any Exchange Program Advisor placing students within the district to discuss district criteria, needs, and/or availability of placement for the forthcoming school year.

Regulation  
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