

<b>Timberlane Regional School District</b>	<b>Policy Code: JFABB</b>
<b>Adopted: 06-06-91</b> <b>Revised: 02-24-05</b>	<b>Page 1 of 1</b>

### **ADMISSION OF EXCHANGE STUDENTS**

1. A letter of request must be sent to the Principal of Timberlane Regional High School at least 60 days prior to the opening of school.
2. Area representative and host family must meet with the Principal in advance of registration of the exchange student.
3. An official transcript and grade status must be received for review by the principal and guidance department for proper placement of the exchange student in courses.
4. The host family must reside in the Timberlane School District (Atkinson, Danville, Plaistow or Sandown).
5. The exchange students must be proficient in the English language.
6. The area representative must establish periodic visits with the host family to ensure the well-being of the exchange student.
7. The exchange student must abide by all rules and regulations of the Timberlane Regional School District.
8. The exchange student may apply to receive a diploma upon successful completion of course and graduation requirements. If not eligible, the student will receive a certificate of attendance.
9. All Federal Immigration forms must be completed in advance of the student's arrival.
10. A copy of the foreign student exchange contract must be on file at the appropriate school.