

ADMISSION OF EXCHANGE STUDENTS

Background

The Division supports the practice of exchanges between Division students and those from other provinces or countries as a means of fostering national and international goodwill, and because such experience provides valuable learning opportunities, such exchanges are encouraged.

Definitions

1. “*Exchange Student*” means a student on a direct or indirect reciprocal student exchange program.
2. “*Direct Reciprocal Student Exchange Program*” means one where an Alberta student exchanges places for a portion of a school year with a student from another country or province.
3. “*Indirect Reciprocal Student Exchange Program*” means one where a student from another country comes to Alberta for a school year. Arrangements for these students to study in Alberta are made by such organizations as the American Scandinavian Student Exchange (ASSE), Education Foundation for Study in Canada (EF), and Interculture Canada. Alberta students have the same opportunity to attend school tuition-free in another participating country, not necessarily in the same country or involving the same family.
4. “*Foreign Student*” means a student whose parents/legal guardians are citizens of, and reside in another country and one who is not considered as an “*Exchange Student*” as defined in 1. above.
5. “*School Partnership Exchange Program*” means a Division school and a school from a foreign country have formed a partnership for the purpose of student exchanges. Length of exchange would vary depending upon the nature of the partnership.

Procedures

1. It is expected that all *Exchange Students* applying for admission to Division schools shall have a working knowledge and understanding of the English language.
2. While attending Division schools, all non-resident students identified above shall adhere to the Division and school policies/regulations.
3. *Exchange Students* on a *Direct Reciprocal Student Exchange Program* will be admitted to Division schools on a non-tuition basis.
4. *Exchange Students* on an *Indirect Reciprocal Student Exchange Program* will be admitted to Division schools on a non-tuition basis if a student from the Division participates in the program during the same year as the exchange occurs.

5. Nonreciprocal 'exchange' students are required to pay a fee equal to that of a foreign student as set, and periodically reviewed, by the Division.
6. Approval of exchange programs shall be at the discretion of the Superintendent (or designate) and the receiving Principal, who will take into consideration such factors as the availability of space, courses offered, supervision and security measures, finances, the criteria for selection, length of stay and the number of students involved. Form 301-1 (*Reciprocal Student Exchange Approval Form*) must be completed by the Principal and submitted to the Assistant Superintendent - Business.
7. Suitable accommodation must be assured prior to accepting such students.
8. Students who are participating in a direct student exchange organized by their family will be subject to tuition.
9. Students participating in a *School Partnership Exchange* will be admitted to Division schools on a non-tuition basis provided the foreign school does not charge tuition to the Division student(s).
10. A teacher or appropriate representative will travel with students to ensure that supervision, accommodations and settings are safe and appropriate. In considering the length of time required for teacher supervision, the Division will consider any relevant details in respect of the nature of the program, the proposed accommodations and school settings, the nature of travel involved, and the age of the students in attendance. Where appropriate a teacher may be assigned to accompany students for return from the program.

Reference: Section 8, 44, 47, 48, 49, 60, 61, 113, 124, 273, School Act
International School Partnership Bulletin 3.4.1
International Student Bulletin 3.4.2
Student Exchange Bulletin 3.4.3

Related APs: Admission of Foreign Students (302)
Student Fees (505)

Forms: Reciprocal Student Exchange Approval Form (*Alberta Education form*) (301-1)

Amended: June 2019