



## 699P International Exchange Students

### I. International Exchange Student Instructions

Please refer to the checklist of items needed for international exchange student applications to Fridley Independent School District No. 14. All items must be submitted **no later than the first day** of school to the high school principal.

The school principal will review the application and approve or deny the application. The international exchange local coordinator will be advised of the decision.

If the student is accepted, the high school international student advisor should inform the host parent to do the following prior to the student's arrival in the Fridley School District:

1. Obtain an enrollment packet from the High School.
2. Upon the student's arrival, the host parent should assist the student in completing the enrollment paperwork for Fridley High School.

If you have any questions about this procedure, please do not hesitate to contact the high school principal.



**Fridley School District  
International Exchange Student  
Admission Application**

**Student's Name** \_\_\_\_\_

**Birth Date** \_\_\_\_\_ **Country** \_\_\_\_\_

**International Exchange Organization (IEO)** \_\_\_\_\_

**Local coordinator of IEO** \_\_\_\_\_ **Phone** \_\_\_\_\_

International exchange students who wish to attend school at Fridley High School must meet the following requirements prior to enrollment. The following information must be submitted by the international exchange organization to the principal **no later than the first day of school** for enrollment in the fall. These materials will be reviewed by the high school principal prior to approval of the application. Once the student's application is approved, the local organization of the international exchange organization will be contacted. Please refer to page 2 of the instructions.

1. A letter of application (written by the student) that includes a short biography and why the student wishes to attend school in the United States.
2. Complete immunization records, completed by parent and physician.
3. Copies of the following:
  - a. English language proficiency.
  - b. Transcripts for the previous school year indicating present grade placement, courses taken, and Grade Point Average (GPA).
  - c. Attendance records from previous school year.

**Host Parent Name** \_\_\_\_\_

**Host Parent Address** \_\_\_\_\_

**Host Parent Home Phone** \_\_\_\_\_ **Work Phone** \_\_\_\_\_

**Today's Date** \_\_\_\_\_



## **Fridley School District International Exchange Student Checklist**

1. International Exchange Program Local Coordinator contacts principal for possible placement.
2. Principal gives packet of information including:
  - a. Policy 699
  - b. International Exchange Student Instructions
  - c. International Exchange Student Admission Application and Checklist
  - d. Minnesota State High School League Participation Requirements
  - e. High School Registration Booklet
  - f. High School Activities Booklet
3. Application/Local Coordinator returns completed admission form and appropriate information.
4. Principal's admission decision is communicated to Local Coordinator.