



## *Wisconsin Rapids International Education Program*

### *Requirements for Admission School Year 2018-2019*

#### **Application Process – Section 1**

(Completion of additional forms and fee collection after **visa** has been received is required prior to admission)

For admission to the 2018-2019 school year, submit all application forms by April 1, 2018. Instructions on how to complete the application and a list of all needed forms are included with the application to assist you in completing all necessary information. **All documents need to be typed and submitted in English on the School District of Wisconsin Rapids forms provided.** Any incomplete information may lead to a denial or a delay in student acceptance or admission to the program. (For consideration of school year transfer requests, each request will be reviewed on a case by case basis and require optional/additional paperwork and may be subject to additional fees.) The School District of Wisconsin Rapids is an SEVP approved school in the United States.

#### **Student Requirements:**

- Student **MUST** be at least 15 years of age, but not more than 18 years and 6 months of age on August 31, 2018.
- Student **MUST NOT** have already graduated from a high school in their home country and shall not have completed no more than 11 years of primary and secondary study.
- School Certified Transcripts from grades 9, 10 and 11 (senior status) are required, and must contain a school seal and administrator signature.
- Official TOEFL score report is required for admission. Grade 12 minimum score is 55. Included in the application on Application Form, page 4, is more information on taking the test if you have not already done so. Follow those directions for where and how to take your test. Please use **B483** in the school code section for the release of your test scores, as they will be sent directly to us.
- Student must demonstrate maturity, good character, and scholastic aptitude.
- Student shall have not previously participated in an academic year or semester secondary school student exchange program in the United States.

#### **Orientations:**

**Home Country** – students will participate in at least one orientation prior to departing from home country. **United States** – additional orientations will take place upon arrival in Wisconsin Rapids to help prepare students for the American culture and an overview of the American education system.

#### **Degree Completion and Transition to Higher Education:**

- Students are eligible to graduate from Lincoln High School upon successful completion of required courses.
- An assigned counselor will assist students with college applications, scholarships, and financial aid forms.
- All international students will take ACT prep courses to prepare for the ACT college entrance

exam. As a senior, students will take the ACT college entrance test.

- Students may take the TOEFL again near graduation for acceptance into American Universities.

**TIMELINES FOR ADMISSION** (these timelines apply to students wishing to enter Wisconsin Rapids Public Schools in the fall trimester. Exceptions to a fall trimester start will need to be approved by the School District Superintendent)

	REQUIREMENT	DEADLINES	RESPONSE TIME
#1	Application Part 1 Submission	March 1, 2018	
#2	Student Interviews	March 15, 2018 - approximate	Usually 10-15 days after receipt of application
#3	Application Part 2 Submission	April 1, 2018	
#4	Acceptance USCIS Form I-20 Received by Wisconsin Rapids Public Schools	April 30, 2018 - approximate	Usually 30 days from receipt of application
#5	SEVIS I-901 Fee, F-1 Student Exchange Visa Application Process	April 30, 2018 - approximate	Approximately 15-30 days from time of contact with Consulate
#6	Enrollment/Tuition Fees (1st and 2nd Term)	3-5 days after US receipt of <b>visa</b> notification	
#7	Completion of final forms/releases	3-5 days after US receipt of <b>visa</b> notification	
#8	Arrival for Fall Trimester	August 15, 2018	
#9	First Day of Fall Trimester	September 4, 2018	
#10	Balance of Tuition for full year due	December 15, 2018	

**SCHOOL DISTRICT OF WISCONSIN RAPIDS HIGH SCHOOL CALENDAR 2018-2019:**

[https://media.wrps.org/pdf/homepage/2018-19\\_Calendar-script\(2\).pdf](https://media.wrps.org/pdf/homepage/2018-19_Calendar-script(2).pdf)

## **Wisconsin Rapids International Education Program**

### **Application Instructions- Section 1**

**NOTE: The application is in PDF format. Make sure you have the most current Acrobat Reader program installed on your computer. All forms need to be typed and submitted in English on the School District of Wisconsin Rapids forms you have been provided. If you are completing forms on-line (internet), please type on indicated lines and print the completed form. Fill out and print one page at a time. If you are not working with an online document, please type information. Your application forms will be submitted by email and by mail as indicated in STEP 12. INCLUDE A COPY OF THIS CHECKLIST WITH APPLICATION. We have offered a place to check each item as it is completed.**

**STEP 1: Complete pages 6-10 with personal information: COMPLETE \_\_\_\_\_**

- a) **Attach a passport-size photo.** This can be a passport, school or digital photo
- b) **Include a photo copy of the picture page of your passport.** If you do not have a passport, you will need to apply for one as soon as possible.
- c) **Please be sure to list all food allergies or preferences.**

**STEP 2: Complete your Student Letter: (page 8) COMPLETE \_\_\_\_\_**

All letters need to be in English and should be typed for electronic distribution. Remember this is your way of letting us know who you are. This letter is to introduce you to your host family and the school. Make the letter as friendly as possible. We want to get to know your personality, so please share your hopes and/or fears, and what you hope to gain from your experience in America. It should be written by you (the student) with no assistance.

**STEP 3: Parents must complete a Parent Letter (in English): COMPLETE \_\_\_\_\_**

All letters need to be in English and should be typed for electronic distribution. Remember this is your way of letting us know more about your child. This letter is to introduce your student to his/her host family and the school. Make the letter as friendly as possible. We want to get to know more about your family and your student, and what you hope your student will gain from his/her experience in America.

**STEP 4: Complete Parent / Family Photo Album: COMPLETE \_\_\_\_\_**

Include as many pages as you would like for your Family Album. Be sure to include pictures of you and your family and some of the activities you participate in. Tell us about the people and places that are in the pictures clearly in English. You can use digital photos or color copies of the originals if they do not take away from the quality of the picture. Or, create a 1-2 minute digital photo slide show and/or video message about you and your family (file format for digital slide show or video should be MP3 or MP4).

**STEP 5: Submit your official TOEFL score: (pages 9-10) COMPLETE \_\_\_\_\_**

Please read page 10 of the application regarding English Proficiency and TOEFL requirements. If you have a current TOEFL score report you can submit that with your application. If you need to take the TOEFL test, the links provided (page 9) will help direct you on how to do that. The TOEFL® test is offered in two testing

formats: the TOEFL IBT® test, administered via the Internet, and the TOEFL® PBT test, administered in a paper-based format. The format you take depends on your test center location. When prompted for the school code, please use **B483**. When completed, please submit this score report with your application.

**STEP 6: Request a written recommendation from your language teacher:** **COMPLETE** \_\_\_\_\_

Give your English Teacher the recommendation page (pages 11-12 of the application) and ask him/her to fill it out electronically and email it to us at [ronald.rasmussen@wrps.net](mailto:ronald.rasmussen@wrps.net) or if they prefer to send it in the mail, please ask her/him to mail it to:

Wisconsin Rapids International Education Program  
Wisconsin Rapids School District  
1801 - 16th Street South  
Wisconsin Rapids, WI, USA 54494

**STEP 7: Request an official transcript from your high school: (pages 13-15)** **COMPLETE** \_\_\_\_\_

You may use the transcript provided by your school. An official transcript must have an official school stamp or signature. Please have the teacher/principal translate the grading scale to the US grading scale using the transcript form in the application. Examples are included, your school can use these if they prefer. Please keep in mind that an overall C average, or 2.0 cumulative GPA, is the minimum requirement for participation in the Wisconsin Rapids International Education Program.

**STEP 8: Read through all included documents with your parents, and have them sign and date them.**

Please be sure the following forms have all been fully completed. Incomplete applications may lead to a delayed or denied acceptance (check off each form to confirm inclusion).

**COMPLETE** \_\_\_\_\_

- Application Form - *pages 6-8*
- Student Letter (signed by student)
- Parent Letter (signed by parent) and Parent / Family Photo Album
- Official TOEFL test report for ELL services (parent signature) - *pages 9-10*
- English Teacher Recommendation (teacher signature included) - *pages 11-12*
- School Transcripts (school administrator signature and school seal) - *pages 13-15*
- Program rules (parent signature included) - *pages 16-17*

**STEP 11: Make two copies of the entire application for your records. Give one to your parents and keep one for yourself.**

**COMPLETE** \_\_\_\_\_

**STEP 12: Return of Documents:** We recommend scanning and emailing your documents to [ronald.rasmussen@wrps.net](mailto:ronald.rasmussen@wrps.net) and we will send you a confirmation of receipt of your application. Please call the office at 001-715-424-6751 to notify us that you have sent your documents by email if you have not received a reply within 2 days. We also request that you mail your documents to us at the address on page 5 as they contain original signatures/official school stamp and may be needed for clarification.

**Applications can be mailed to:**

**Wisconsin Rapids International Education Program  
Wisconsin Rapids School District  
1801 - 16th Street South  
Wisconsin Rapids, WI, USA 54494**

**NEXT STEPS beyond the application:**

1. We will review your application and if you meet the submission requirements and are accepted, we will schedule an interview.
2. If there is a successful interview, you will need to complete and submit Section 2 of the application.

**We look forward to receiving your application!**

**Wisconsin Rapids International Education Program**  
**Application Form for F1 Visa Students**

Applicant's Preferred Name in School: \_\_\_\_\_

<b>Applicant's family name</b> (as shown on passport)		<b>First Name</b>		<b>Middle Name</b>	
<b>Street Address</b>			<b>City</b>		<b>State/Province</b>
<b>Postal Zone/Code</b>		<b>Country</b>		<b>Home Telephone</b> (with Country/city codes)	
<b>E-mail Address</b>			<b>Fax Number</b>		<b>Emergency Contact Name and Telephone Number</b>
<b>Country of Legal Residence</b>		<b>Nationality on Passport:</b>			
		<b>Passport #/Expiration:</b>			
<b>Date of Birth (month/day/year)</b>			<b>Age</b>		<b>U.S.A. Emergency Contact Name and Telephone Number</b>
<b>City/State or Province / Country of Birth</b>		<b>Gender:</b> Male _____ Female _____			

Family Information (Please include names, ages and occupations of your family members)

Father	Living in household? ___ Yes ___ No
Mother	___ Yes ___ No
Sister(s)	___ Yes ___ No
Brother(s)	___ Yes ___ No

What is your religion (optional): \_\_\_\_\_

How often do you attend services: \_\_\_ weekly \_\_\_ monthly \_\_\_ occasionally \_\_\_ holidays \_\_\_ never

Do you have food allergies? \_\_\_ Yes \_\_\_ No

If yes, please provide details: \_\_\_\_\_

Do you have any non-food allergies? \_\_\_Yes \_\_\_No

If yes, please describe: \_\_\_\_\_

Do you follow a special diet? \_\_\_Yes \_\_\_No

If yes, please indicate: \_\_\_vegetarian \_\_\_kosher other: \_\_\_\_\_

**PERSONAL INFORMATION (please any check words below that describe you)**

- |                                      |                                      |                                      |                                      |                                      |
|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Adaptable   | <input type="checkbox"/> Friendly    | <input type="checkbox"/> Neat        | <input type="checkbox"/> Relaxed     | <input type="checkbox"/> Shy         |
| <input type="checkbox"/> Athletic    | <input type="checkbox"/> Humorous    | <input type="checkbox"/> Optimistic  | <input type="checkbox"/> Reliable    | <input type="checkbox"/> Stubborn    |
| <input type="checkbox"/> Cheerful    | <input type="checkbox"/> Independent | <input type="checkbox"/> Organized   | <input type="checkbox"/> Reserved    | <input type="checkbox"/> Studious    |
| <input type="checkbox"/> Considerate | <input type="checkbox"/> Informal    | <input type="checkbox"/> Patient     | <input type="checkbox"/> Responsible | <input type="checkbox"/> Talkative   |
| <input type="checkbox"/> Extroverted | <input type="checkbox"/> Intelligent | <input type="checkbox"/> Pessimistic | <input type="checkbox"/> Sensitive   | <input type="checkbox"/> Tolerant    |
| <input type="checkbox"/> Flexible    | <input type="checkbox"/> Introverted | <input type="checkbox"/> Quiet       | <input type="checkbox"/> Serious     | <input type="checkbox"/> Traditional |

Indicate your 5 favorite interests in order of preference by using numbers 1, 2, 3, 4, 5 with '1' being the most preferred:

Billiards/Pocket Pool	Computer	Discussing Ideas	Music-Classical	Singing
Board Games/ Cards	Cooking	Discussing Politics	Music-Contemporary	Cinema/Movies
Body Building	Crafts	Drama/Theater	Photography/Video	Stamp/Coin Collecting
Camping/Backpacking	Dance	Gardening	Reading	Watching Sports
Chess/Backgammon	Ping Pong	Drawing/Painting	Reading Books	Watching Television
Spend time with friends	Playing an Instrument	Museums/Galleries	Sewing/Needlework	Other:

List any musical instruments you play: \_\_\_\_\_

Tell more about the interests you specified above or list other interests not indicated above:

(For example: I like to meet new people and I want to make friends)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Indicate your 5 favorite sports in order of preference by using 1, 2, 3, 4, 5 with '1' being most preferred:

U.S. Football	Field Hockey	Riding Horses	Ping Pong	Tennis
Badminton	Fishing	Hunting	Roller Skating	Track/Running
Baseball	Golf	Ice Hockey	Snow Skiing	Volleyball
Basketball	Gymnastics	Ice Skating	Soccer	Water Skiing
Bicycling	Hiking	Martial Arts	Swimming	Windsurfing

Tell more about the level of your participation and/or achievements in the sports listed above or list other sports not listed: \_\_\_\_\_

Do you hope to participate in sport(s) while participating in the program?  Yes  No

If yes, which sport? \_\_\_\_\_

***Items to possibly include in your student letter:***

Describe your hometown.

How does your family spend time together?

What are the family guidelines of your household?

What happens when the rules are broken?

What are your household responsibilities at home?

Describe any part-time jobs or work experience you may have had and/or any volunteer activities you have participated in.

Are you a member of any clubs?

What are you most proud of?

Describe your best friend.

What qualities make him/her your friend?

How do you deal with peer pressure?



## ENGLISH PROFICIENCY REQUIREMENTS AND RECOMMENDATIONS

In an effort to help you achieve your goal to graduate at our esteemed high school, we have determined a minimum TOEFL score. We are committed to your success, and experience has shown that students who score in these ranges, have enough mastery of the English language to help them make a successful transition into our district and into the American culture. Our recommended scores are:

### Participation in 12th grade: 55

If your TOEFL score is currently below these minimums, the School District of Wisconsin Rapids recommends further preparation in English prior to applying.

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If you have not taken a TOEFL test, you can use the following links to assist you:

This link offers tips and information on how to prepare for your TOEFL test:  
[http://www.ets.org/toefl/ibt/prepare?WT.ac=toeflhome\\_prepare\\_121127](http://www.ets.org/toefl/ibt/prepare?WT.ac=toeflhome_prepare_121127)

This link will tell you when and where different TOEFL exams are taking place:  
[http://www.ets.org/Media/Tests/TOEFL/tclists/BOTH\\_a.html](http://www.ets.org/Media/Tests/TOEFL/tclists/BOTH_a.html)

Please use school code **B483** (School District of Wisconsin Rapids/Lincoln High School) for direct TOEFL score reporting

If you are from China, this link is the China specific site for TOEFL:  
<http://toefl.etest.net.cn/en>

The *TOEFL*® test is offered in two testing formats: the *TOEFL IBT*® test, administered via the Internet, and the *TOEFL*® PBT test, administered in a paper-based format. The format you take depends on your test center location.

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If your goal is to attend a prestigious American university, please check the admissions requirements of the specific universities you are interested in for the best information. We have confirmed a few for you so that you have a point of reference:

College/University	Minimum TOEFL Score
University of Wisconsin-Madison	95-105
Harvard	109
Stanford	100
Yale	100
MIT	100

## ENGLISH LANGUAGE LEARNER PROGRAM

### Placement Recommendation for F-1 Visa Students

**To the Parent/Guardian:**

**To support your student’s successful experience in the School District of Wisconsin Rapids, please complete the information below and sign to indicate permission for your student to receive English Language Learner services.**

Student Information			
Family Name	First Name	English Name	School
For School Year	For Grade	Home Language	

English Proficiency Information			
Assessment Results		TOEFL to Wisconsin Scores/Levels Comparison	
TOEFL Scores (Please provide a copy of the TOEFL Score Report.)		TOEFL Total Scores	Wisconsin English Proficiency Levels
		0-20	1 Entering
Listening (0-30)		21-36	2 Beginning
Speaking (0-30)		36-53	3 Developing
Reading (0-30)		54-77	4 Expanding
Writing (0-30)		78-94	5 Bridging
Total Score (0-120)		95+	6 Reaching
TOEFL entrance requirements for major U.S. universities are as follows: University of Wisconsin Madison: 95-105, Harvard: 109, Stanford: 100, Yale: 100, MIT 100. It is recommended that international students on F-1 visas have a minimum total TOEFL score of 60-65 for 11 <sup>th</sup> grade or a minimum TOEFL score of 80-85 for 12 <sup>th</sup> grade if goals are to reach 100 by end of 12 <sup>th</sup> grade.			

ELL Program Placement Recommendation
ELL Services are recommended for all F-1 visa international students. Services may be provided in the regular classroom and/or in the ELL classroom. Services may include instruction in English as a Second Language, academic support tailored to the student’s needs and strengths, and consultation between ELL and content area teachers. All services assist the child in learning academic English and in meeting academic achievement standards to acquire credits towards graduation.

Parent Consent	
By signing this form, I agree for my student to receive ELL services while attending the School District of Wisconsin Rapids. I understand I will be provided a copy of my student’s Individual Report and Plan (IRP) including language goals and classroom accommodations.	
Parent/Guardian Signature	Date

**ENGLISH TEACHER RECOMMENDATION**

Please email this form to your teacher and ask her/him to fill this out in English. This should come from an English teacher who has known the applicant for at least one year. Other recommendations can be submitted as well if desired, but at least one English teacher recommendation is required for admission. Please ask the teacher to return an electronic copy to us by email at [ronald.rasmussen@wrps.net](mailto:ronald.rasmussen@wrps.net) or mail directly to:

**Wisconsin Rapids International Education Program  
Wisconsin Rapids School District  
1801 – 16<sup>th</sup> Street South  
Wisconsin Rapids, WI, USA 54494**

Applicant's Name: \_\_\_\_\_

Teacher's Name: \_\_\_\_\_

Teacher's Signature: \_\_\_\_\_

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/State: \_\_\_\_\_ Country: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

Rate the applicant's written and spoken English proficiency by checking the boxes that apply:

	Advanced	Good	Fair	Poor
Reading	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Speaking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Understanding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Does the applicant possess the maturity and academic motivation to live and study in the United States for a year/trimester? Please give supporting information on why or why not.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*ENGLISH TEACHER RECOMMENDATION (continued)*

Describe the applicant’s interpersonal skills with peers and teacher:

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What are the applicant’s strengths and weaknesses? Please explain in detail:

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***Please use additional pages if you wish to provide more details that may assist us in evaluating the applicant’s qualifications***

**STUDENT TRANSCRIPTS:** You may use your school’s official forms as long as the grading scale is translated to a US grading scale and it contains the official school seal. If you prefer to use our form here that is fine as well, be sure it is stamped with the official school seal. They should be sent electronically to your school administrator and ask that they return to us by email at [ronald.rasmussen@wrps.net](mailto:ronald.rasmussen@wrps.net).

**STUDENT TRANSCRIPT – Grade 09**

Name of High School: \_\_\_\_\_

Address of High School: \_\_\_\_\_

Phone Number of High School: \_\_\_\_\_

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

Gender: \_\_\_\_\_ Male \_\_\_\_\_ Female Date of Birth: \_\_\_\_\_

Duration of School Year:

Semester 1 Start and End Date (month/date/year): \_\_\_\_\_

Semester 2 Start and End Date (month/date/year): \_\_\_\_\_

Holiday or Vacation Breaks from (month/date/year) to (month/date/year): \_\_\_\_\_

Total Days in School Year: \_\_\_\_\_

	<b>Grade 09 Term/ Semester 1</b>		<b>Grade 09 Term/ Semester 2</b>	
<b>Subject</b>	<b>Hours Per Week</b>	<b>Score</b>	<b>Hours Per Week</b>	<b>Score</b>

Grade Translation: (Example: A=100-93 Scores: 96=A)

A =	A- =	B+ =	B =	B- =	C+ =	C =	C- =	D+ =	D =	D- =	F =
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Signature of Principal: \_\_\_\_\_ Date: \_\_\_\_\_

School Seal

## STUDENT TRANSCRIPT – Grade 10

Name of High School: \_\_\_\_\_  
 Address of High School: \_\_\_\_\_  
 Phone Number of High School: \_\_\_\_\_  
 Student Name: \_\_\_\_\_  
 Gender: \_\_\_\_\_ Male \_\_\_\_\_ Female      Date of Birth: \_\_\_\_\_  
 Duration of School Year:  
     Semester 1 Start and End Date (month/date/year): \_\_\_\_\_  
     Semester 2 Start and End Date (month/date/year): \_\_\_\_\_  
     Holiday or Vacation Breaks from (month/date/year) to (month/date/year): \_\_\_\_\_

Total Days in School Year: \_\_\_\_\_

	<i>Grade 10 Term/ Semester 1</i>		<i>Grade 10 Term/ Semester 2</i>	
<b>Subject</b>	<b>Hours Per Week</b>	<b>Score</b>	<b>Hours Per Week</b>	<b>Score</b>

Grade Translation: (Example: A=100-93 Scores: 96=A)

A =	A- =	B+ =	B =	B- =	C+ =	C =	C- =	D+ =	D =	D- =	F =
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Signature of Principal: \_\_\_\_\_ Date: \_\_\_\_\_

School Seal

## STUDENT TRANSCRIPT – Grade 11

Name of High School: \_\_\_\_\_

Address of High School: \_\_\_\_\_

Phone Number of High School: \_\_\_\_\_

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

Gender: \_\_\_\_\_ Male      \_\_\_\_\_ Female      Date of Birth: \_\_\_\_\_

Duration of School Year:

Semester 1 Start and End Date (month/date/year): \_\_\_\_\_

Semester 2 Start and End Date (month/date/year): \_\_\_\_\_

Holiday or Vacation Breaks from (month/date/year) to (month/date/year): \_\_\_\_\_

Total Days in School Year: \_\_\_\_\_

	<i>Grade 11 Term/ Semester 1</i>		<i>Grade 11 Term/ Semester 2</i>	
<b>Subject</b>	<b>Hours Per Week</b>	<b>Score</b>	<b>Hours Per Week</b>	<b>Score</b>

Grade Translation: (Example: A=100-93 Scores: 96=A)

A = _____	A- = _____	B+ = _____	B = _____	B- = _____	C+ = _____	C = _____	C- = _____	D+ = _____	D = _____	D- = _____	F = _____
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Signature of Principal: \_\_\_\_\_ Date: \_\_\_\_\_

School Seal

## ***Wisconsin Rapids International Education Program***

### ***PROGRAM RULES***

***Any infraction of the rules will result in immediate dismissal from Wisconsin Rapids Lincoln High School and the Wisconsin Rapids International Student Program and place your visa in jeopardy:***

1. Students must abide by all laws of the United States.
2. It is against the law in the United States for high school students to buy or drink alcohol. This law applies to all foreign exchange students as well. The legal age for buying and consuming alcohol in the United States is 21.
3. The use of drugs for non-medical reasons by students under any circumstances is strictly forbidden. Some examples of non-medical (illegal) drugs are cocaine, LSD, methamphetamine, and marijuana.
4. Students are not permitted to hitchhike.
5. Students are not permitted to purchase, carry, or use firearms under any circumstances.
6. Students are not permitted to hold part-time jobs. There are strict rules governing employment for International Students. A non-immigrant alien who accepts paid employment is subject to deportation. If students would like to earn spending money during their stay, they are permitted to hold small jobs (no more than 10 hours per week) such as babysitting, grass-cutting, and newspaper delivery.
7. Students are not permitted to drive any motor vehicle (including motorcycles, mopeds, snowmobiles, and cars) except during the course of an accredited driver education class.
8. The stealing or taking any item or property of others is against the law and is strictly prohibited. *(If it does NOT belong to you leave it alone.)*

Any continuous failure to abide by the following rules along with the school rules may result in a student's dismissal from the program and place their Visa in Loss of Status:

1. The legal age for buying cigarettes in the United States is 18. Smoking at school or the host home is not permitted. If you have indicated that you are a non-smoker on your application and you do in fact smoke at your residence, you will automatically be placed on probation.
2. Students must always be aware of their responsibility as exchange students and as such make a determined effort to be a positive ambassador for their home country in their school, residence, and host community.
3. Students must attend school daily unless sick and/or under a doctor's care or with special permission from the Host Parent. Students must complete all homework and assignments.
4. Students must be full time students and maintain a 'C' average or better in all classes. Students must also enroll in an appropriate English language or literature course and an American Social Studies course.
5. Students are not permitted to visit such places as pornographic shops, adult theaters, drinking establishments, or any web sites related to pornography or gambling.
6. Students must show respect for Lincoln High School and the *Wisconsin Rapids International Student Program* by participating in scheduled activities. Students are not allowed to stay alone at their Host Family's home.



7. Students must abide by all Host Family residence rules and must help with household chores as assigned.
8. Students may not change Host Family assignments at will.
9. Students are allowed to travel only if accompanied by a responsible adult (21 years of age or older) and have written approval by their natural parents or international agency and have Wisconsin Rapids International Student Program approval. The trip may not involve missing any school days (except for school-sponsored trips) without a pre-arranged absence. Independent travel by participants is not permitted during this program.
10. Students may not have sexual relationships, or sexual contact with others.
11. Students must read the *Wisconsin Rapids International Education Program* handbook and agree to abide by the rules, expectations, regulations, etc. which are contained therein. It is the student's responsibility to know the rules outlined herein. The rules are for the safety and well-being of all students attending Lincoln High School. Students are expected to cooperate by following these rules. We encourage students to ask Lincoln High School personnel to explain the rules if necessary.

**SCHOOL RECORDS**

At times throughout the school year, it may be necessary to release school records to other educational institutions or government agencies. You are agreeing to the authorization to release school records in accordance with school policy.

**PROGRAM TERMINATION**

Wisconsin Rapids International Education Program reserves the right to terminate program participation for the violation of any program, residence, local, state, and/or federal rules and/or when a student's mental and/or physical health (as determined by a physician or Lincoln High School administration) is in jeopardy. We, the participant and his/her parents, have read and understand all of the above. As a participant, I agree to obey these rules. I understand that disobeying the rules/regulations will result in my termination from the program, the loss of full program fees, and I will be returned to my home country at my own expense.

**TRAVEL AUTHORIZATION**

We, as parents of the undersigned student, do hereby authorize Lincoln High School/Wisconsin Rapids International Education Program (LHS) Coordinator, and/or Host Parent as our agents to determine our student's travel for the length of his/her program. It is understood that his/her authorization is given in advance when the student is traveling and supervised by the Host Parent or by a representative of the Wisconsin Rapids International Education Program. **We understand and agree that our student may not travel unsupervised.**

**REFUND POLICY**

No refunds will be granted if a student transfers an I-20 to another high school or exchange program at his/her own initiative. In addition, no refunds will be granted should it become necessary to send a student home for rule violations or behavior issues.

***I have read and understand the above information and agree to the terms and conditions set forth.***

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date \_\_\_\_\_

Student's Full Name: (Please Print) \_\_\_\_\_