

ADMINISTRATIVE REGULATIONS

TITLE: INTERNATIONAL AND NON-RESIDENT STUDENTS
CATEGORY: ADMINISTRATION
NUMBER: 1180

I. Rationale:

The District believes in the value of diverse school cultures and providing an opportunity for our students to learn from students from other countries, while ensuring that students who do attend meet Ministry requirements for school attendance.

II. General:

A. Non-resident students may be enrolled in district schools as a means of:

1. increasing intercultural and international understanding; and
2. generating supplementary revenues.

B. Specific circumstances under which non-resident students may be admitted to district schools include students who:

1. participate in bona fide International Student Exchanges;
2. participate in the district International Student Program;
3. are landed immigrant students not ordinarily resident in the district;
4. are Canadian students not ordinarily resident in the district; or
5. are accepted for humanitarian reasons.

C. Immigration clearance documentation must be kept on file by the school.

D. For the purpose of admission, (*School Act*, Section 2), “resident” means a student of school age who has residence in the school district in his/her customary mode of life, as opposed to special or occasional or casual residence. A student who is resident in the school district is one who makes or intends to make his/her permanent home in the district, that is the home where his/her father and/or mother and/or guardian permanently reside.

E. For the purpose of charging tuition fees, (*School Act*, Section 82, 1 and 2) “resident” means “the student is ordinarily resident and the guardian of the person of the student is ordinarily resident in British Columbia.

III. International Non-Resident Students:

International students are off-shore, non-resident, or “foreign” students who are admitted to district schools in one or more of the following Board-sanctioned programs or under the following

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conditions:

A. International Student Exchanges:

1. International Student Exchanges are sponsored by the district or private organizations sanctioned by the district whereby international students may be admitted to district schools in exchange for similar services being provided to local students in other countries.
2. Participation shall be on a limited basis and visits shall be for no longer than one year. Exchange organizations shall be responsible for:
 - i. initiating arrangements through the office of the Superintendent or designate;
 - ii. screening international applications for immigration clearance;
 - iii. ensuring the completion of required documentation;
 - iv. providing copies of documentation for the registering school;
 - v. making all home-stay arrangements.
3. Exchange students shall have a basic proficiency in the English language; if extra sessional classes in English-as-a-second language are required, these may be provided and will be at the expense of the student.
4. If no reciprocal exchange has occurred or is going to occur within two (2) years, full fees shall apply.

B. International Student Program:

1. International students may be enrolled in the district International Student Program on a fee-for-service basis.
2. Application for admittance must be made to the Superintendent or designate at least two (2) months in advance of each semester or school year by sending a completed application form, or by applying through an approved student selection agency.
3. Proof of guardianship for students nineteen (19) years of age and under shall be required. (The Immigration Department requires any person under sixteen (16) years of age to have a guardian.)

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4. The full fee shall apply and be payable in advance.

C. Humanitarian Appeals:

Upon consideration of individual appeals, international students may be admitted on humanitarian grounds, subject to Immigration requirements.

IV. **Other Non-Resident Students**

The following categories of non-resident students may be admitted to district schools upon application to the Superintendent or designate.

- A. Canadian, or landed immigrant non-resident students from another Canadian territory or province.
- B. Students whose parents are on a work or study permit. A copy of the work or study permit must be produced before the student is admitted.
- C. Fees may apply if the student is not ordinarily a resident or if his/her guardian is not ordinarily a resident in British Columbia.

V. **Visitor Status**

- A. Students who are in Canada on a Visitor Visa may not be registered at a school.
- B. If the school agrees, a visiting student may attend as a guest for a maximum of four (4) weeks.
- C. Visiting students shall not be officially registered and shall not be covered by school district insurance. The parent or guardian shall be asked to sign a release form which shall be kept on file at the school.

VI. **Appeal Procedure**

- A. Decisions regarding admissions and/or payment of fees may be appealed in writing to the Superintendent of Schools.

Received: September 2018

References: Min. of Ed. Policy – International Students
(<https://www2.gov.bc.ca/gov/content/education-training/administration/legislation-policy/public-schools/eligibility-of-students-for-operating-grant-funding>)

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Attachments: Decision Aid

