

**INTERNATIONAL STUDENT SERVICES**

**Background**

The Division believes that students benefit from learning in a multicultural environment and that the inclusion of students from foreign countries enhances the learning experiences of resident students. The Division supports programs that foster national and international goodwill, promote global awareness and education, cultivate the appreciation of other cultures and languages and thus enhance the Canadian way of life.

**Definitions**

1. An international student is defined as a student whose parents are citizens of and reside in another country.
2. An exchange student is an international student who is exchanging a position with a resident student. Alberta Education has signed reciprocal exchange agreements which facilitate this process and permit funding to be accessed by the Division when a resident student is involved in a reciprocal exchange. The Division permits reciprocal exchanges, other than those structured by Alberta Education. Reciprocal exchanges have time limits. Reciprocal exchange students are exempted from tuition fees provided that the exchange is fully funded through Alberta Education. Schools identify reciprocal exchange students for the Student Information Reporting system.

**Procedures**

1. International students who want to attend school in the Golden Hills School Division must apply to the Superintendent or designate. Application forms (Form 302-1) are available through Division office or on the Golden Hills website <[www.ghsd75.com](http://www.ghsd75.com)> The decision to accept or reject an applicant rests with the Superintendent and/or designate and is subject to consideration of the individual circumstances of the applicant and his/her suitability for a program in the Division.
2. If the Superintendent or designate, in consultation with a Principal determines that room and resources are available to provide a suitable program, and if the candidate meets the selection criteria, the Division will place the student in a designated school. The student's placement in a grade or program or subject shall be determined by the Superintendent or designate and the Principal.
3. Tuition fees, inclusive of regular instructional materials fees, for international students shall be established annually by the Superintendent and /or designate and approved by the Board. The tuition fees shall be payable to the Division when the student is accepted. Students are responsible for fees associated with extra curricular events and activities.
4. Additional fees for services such as home stay or residence placement, medical insurance, transportation, application and registration (nonrefundable) will be determined by the Superintendent or designate.
5. When an international student is permitted to enroll in a Division school without paying full tuition, the student must be sponsored by a nationally established service club or agency with a chapter in the Division boundaries. The student is charged learning resource and materials fees as for any other student in the school, and prior written approval is provided by the Superintendent or designate. The Division may enroll an international student at reduced tuition fees for humanitarian reasons or other significant reasons, provided that prior written approval is provided by the Superintendent or designate.

Reference: Section 8, 44, 49, 60, 61, School Act  
International School Partnership Program Bulletin 3.4.1  
International Student Bulletin 3.4.2  
Student Exchange Bulletin 3.4.3