

Nuts & Bolts of Exchange Programs



**2nd National School Conference on
International Youth Exchange**

Hartford, Connecticut – February 2009

Panelists

- **John Hishmeh**, Executive Director, Council on Standards for International Educational Travel
- **Megan Allen**, Vice President, EF Foundation
- **Michael Joyce**, International Student Coordinator, Westford Academy (2009 CSIET Global Classroom Winner)



Overview of Youth Exchange Programs and CSIET

John Hishmeh

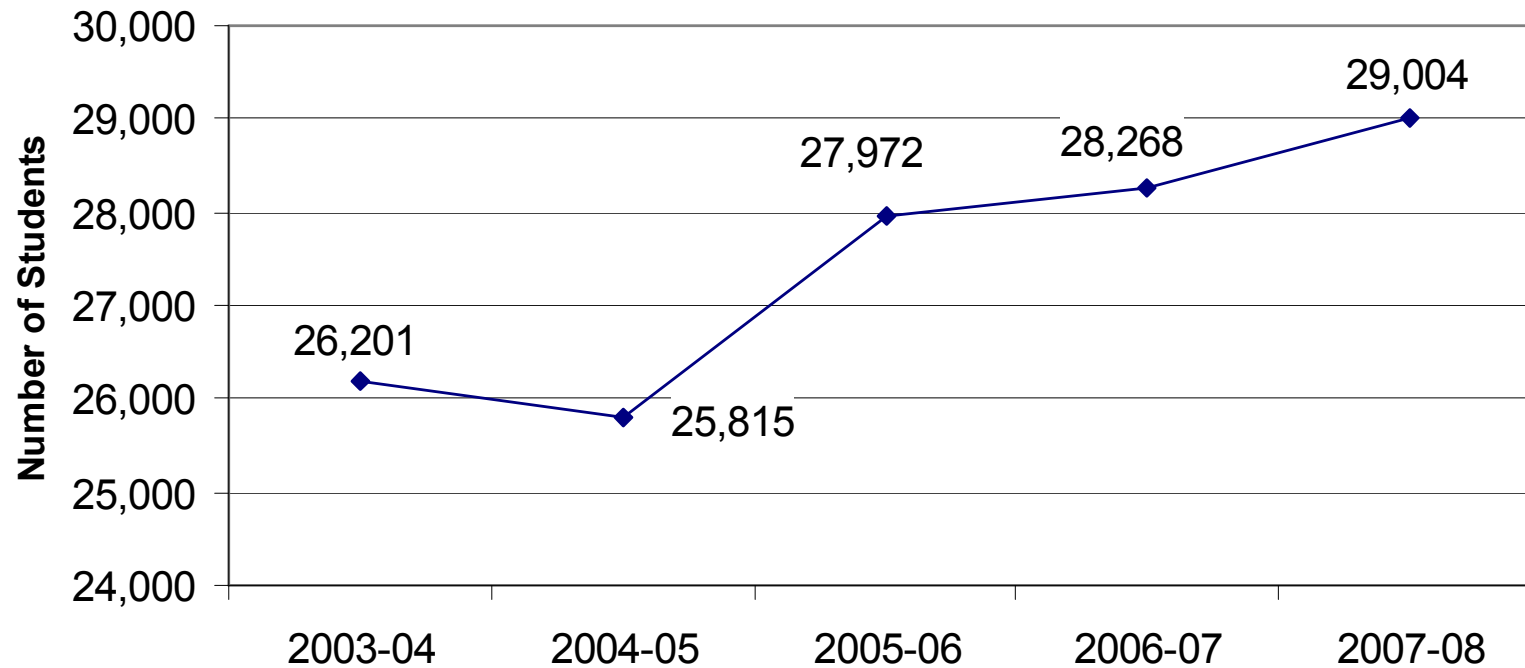
CSIET Mission

- Private not-for-profit organization established in 1984
- Identifies reputable international youth exchange programs
- Provides leadership and support to the exchange and educational communities so that youth are provided with meaningful and safe international exchange experiences
- Promotes the importance and educational value of international youth exchange



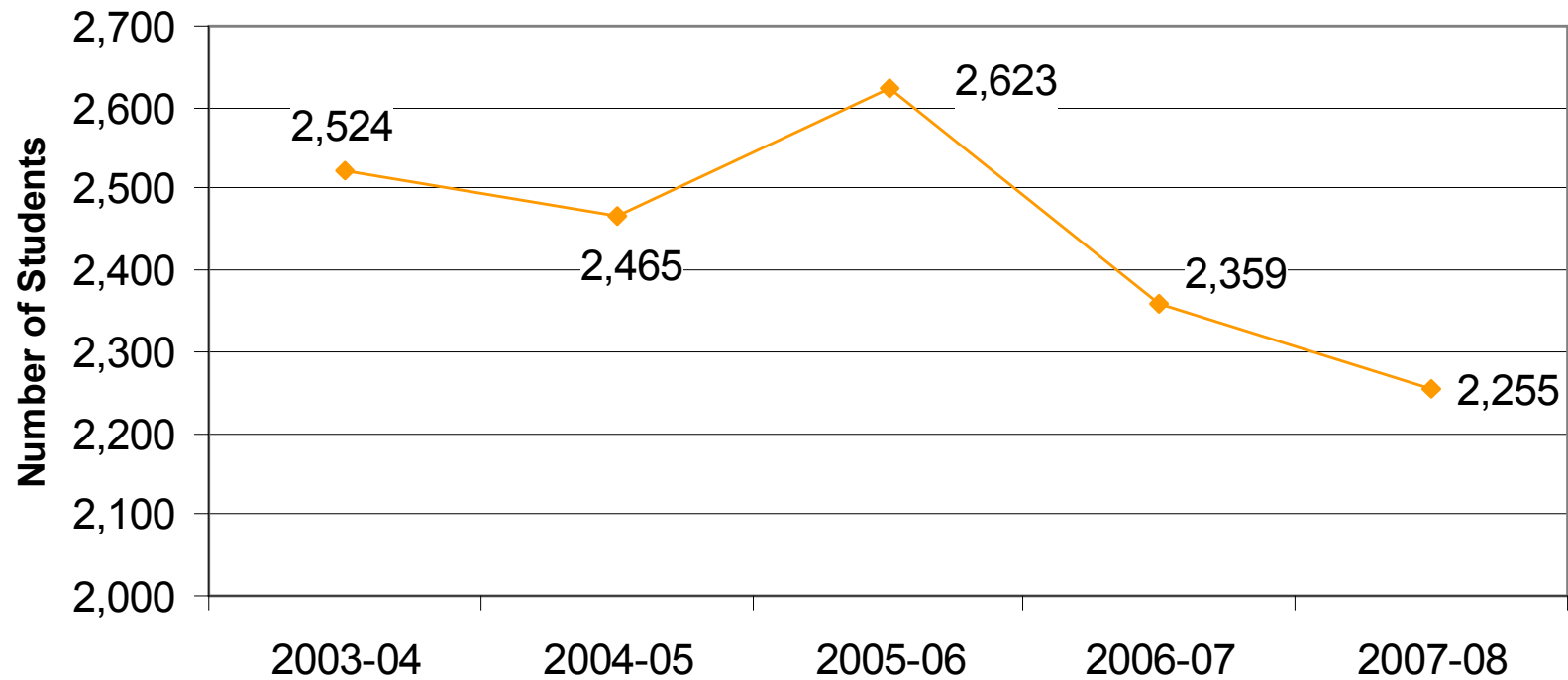
Numbers — In Bound

5-YEAR COMPARISON: Exchange Students Students Coming to U.S.



Numbers — Out Bound

5-YEAR COMPARISON: U.S. Students Going Aboard



Where Does Your State Rank?

State	Year or Semester Inbound	Year or Semester Outbound
Alabama	384	5
Alaska	166	28
Arizona	407	66
Arkansas	488	27
California	1,724	245
Colorado	697	72
Connecticut	165	32
Delaware	89	3
District of Columbia	23	3
Florida	530	56
Georgia	348	25
Hawaii	59	11
Idaho	514	13
Illinois	851	42
Indiana	1,098	27
Iowa	596	16
Kansas	851	25
Kentucky	467	17
Louisiana	302	5
Maine	228	70
Maryland	236	42
Massachusetts	300	73
Michigan	2,019	55
Minnesota	1,535	116
Mississippi	295	4
Missouri	695	31

State	Year or Semester Inbound	Year or Semester Outbound
Montana	355	29
Nebraska	369	8
Nevada	206	25
New Hampshire	196	23
New Jersey	196	33
New Mexico	230	33
New York	866	150
North Carolina	599	41
North Dakota	102	3
Ohio	1,370	97
Oklahoma	632	21
Oregon	1,042	84
Pennsylvania	795	130
Rhode Island	46	13
South Carolina	269	10
South Dakota	263	5
Tennessee	427	20
Texas	2,090	94
Utah	281	27
Vermont	165	45
Virginia	667	60
Washington	1,213	96
West Virginia	197	10
Wisconsin	1,262	84
Wyoming	99	5
TOTAL	29,004	2,255

Where Does Your State Really Rank?

Percentage of Exchange Students to U.S. High School Students

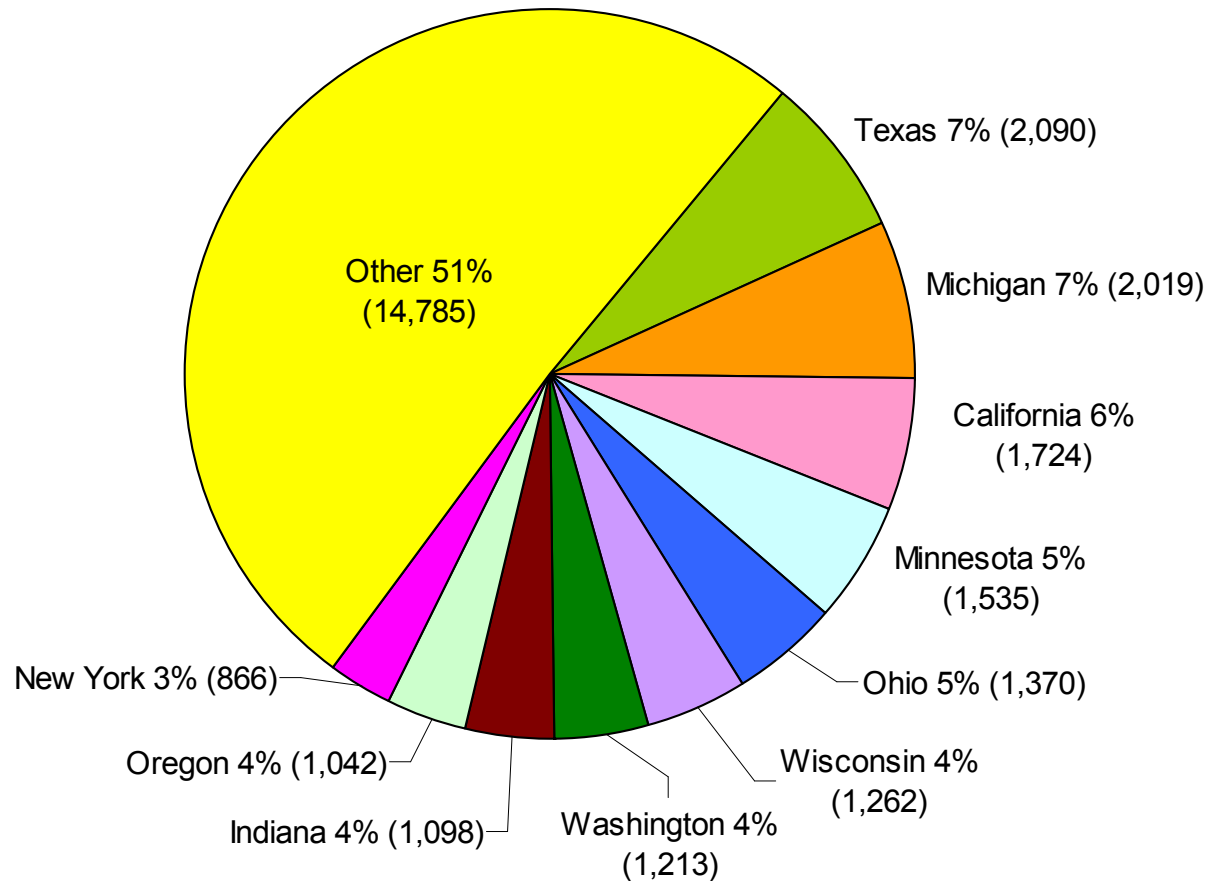
2006-07 Rank	2007-08 Rank	U.S. State	Percentage of Exchange Student to U.S. High School Students
1	↔	1 Montana	0.737%
2	↔	2 South Dakota	0.665%
5	↑	3 Idaho	0.670%
3	↓	4 Oregon	0.602%
4	↓	5 Kansas	0.575%
6	↔	6 Minnesota	0.551%
7	↔	7 Vermont	0.510%
8	↔	8 Wisconsin	0.435%
14	↑	9 Nebraska	0.409%
18	↑	10 Alaska	0.413%
10	↓	11 Iowa	0.386%
15	↑	12 Michigan	0.382%
13	↔	13 Washington	0.377%
19	↑	14 Maine	0.364%
16	↑	15 Indiana	0.373%
11	↓	16 Arkansas	0.367%
12	↓	17 Wyoming	0.357%
17	↓	18 Oklahoma	0.359%
20	↑	19 Colorado	0.315%
9	↓	20 North Dakota	0.297%
23	↑	21 New Hampshire	0.300%
21	↓	22 Missouri	0.254%
24	↑	23 Delaware	0.256%
22	↓	24 Kentucky	0.252%
28	↑	25 Ohio	0.242%
27	↑	26 West Virginia	0.239%

2006-07 Rank	2007-08 Rank	U.S. State	Percentage of Exchange Student to U.S. High School Students
25	↓	27 New Mexico	0.237%
26	↓	28 Mississippi	0.222%
39	↑	29 Utah	0.191%
29	↓	30 Nevada	0.197%
30	↓	31 Alabama	0.186%
31	↓	32 Virginia	0.188%
32	↓	33 Texas	0.174%
40	↑	34 Louisiana	0.158%
40	↑	35 Tennessee	0.163%
38	↑	36 North Carolina	0.155%
36	↓	37 Illinois	0.140%
37	↓	38 South Carolina	0.136%
34	↓	39 Pennsylvania	0.136%
35	↓	40 Arizona	0.132%
33	↓	41 District of Columbia	0.124%
43	↑	42 Hawaii	0.110%
46	↑	43 Massachusetts	0.104%
49	↑	44 New York	0.098%
42	↓	45 Connecticut	0.097%
45	↓	46 Rhode Island	0.096%
47	↔	47 California	0.092%
48	↔	48 Maryland	0.090%
44	↓	49 Georgia	0.083%
50	↔	50 Florida	0.070%
51	↔	51 New Jersey	0.049%
		United States	0.202%

¹ Source of High School Student Population: U.S. Department of Education, National Center for Education Statistics, Common Core of Data (CCD), "State Nonfiscal Survey of Public Elementary/Secondary Education," 2004-05 (prepared September 2006).

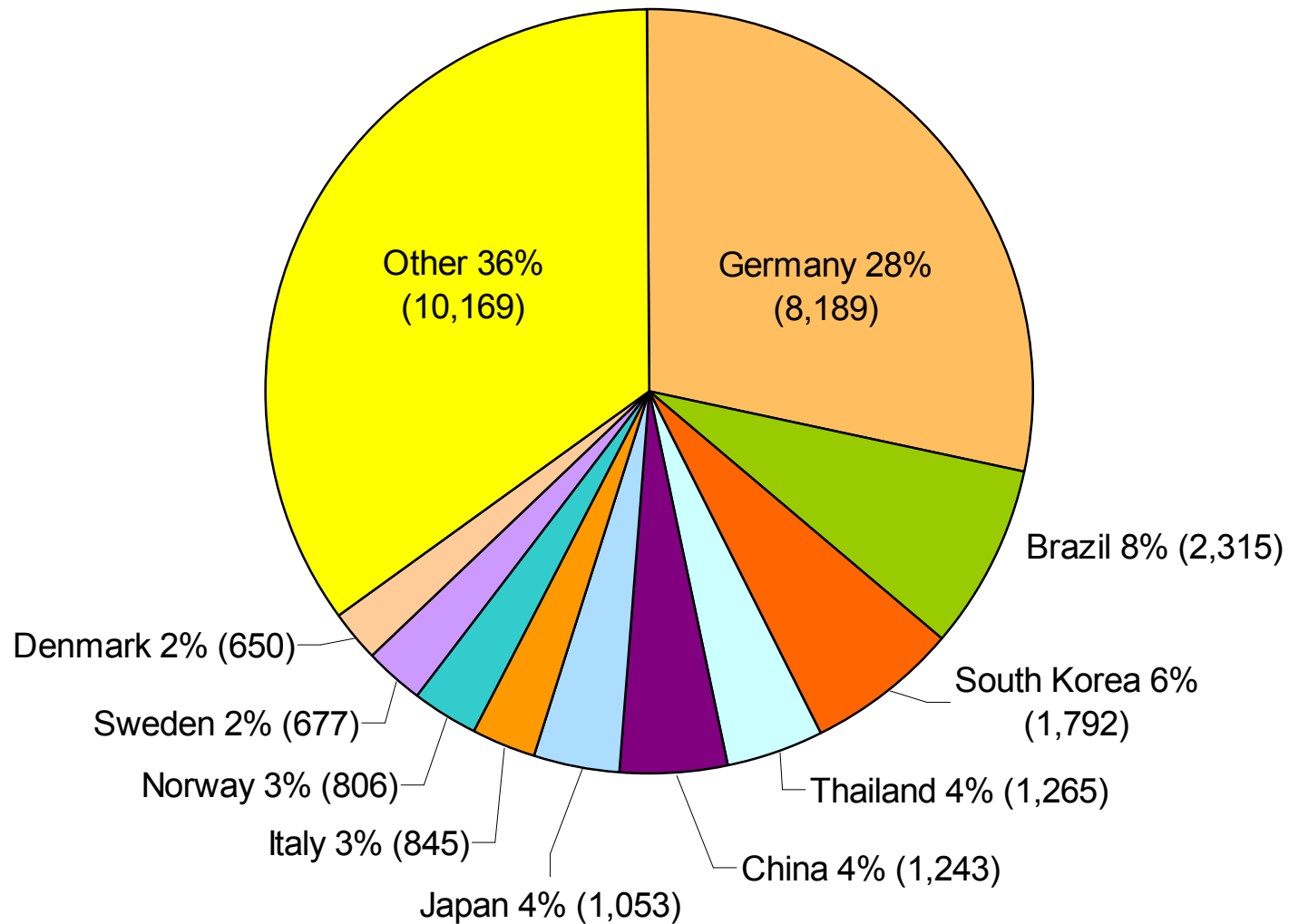
Where Does Your State Rank?

Number of Exchange Students Hosted

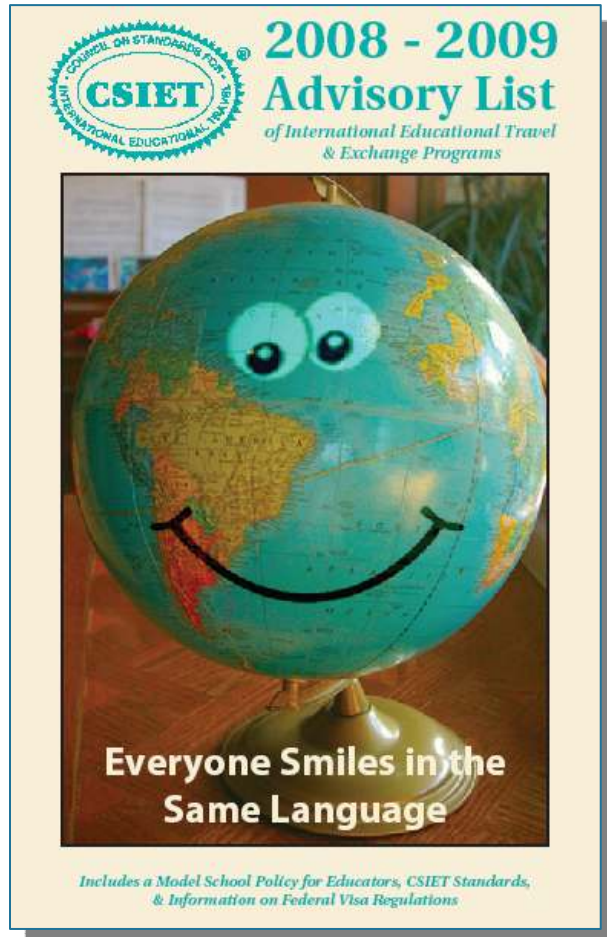


¹ Source of High School Student Population: U.S. Department of Education, National Center for Education Statistics, Common Core of Data (CCD), "State Nonfiscal Survey of Public Elementary/Secondary Education," 2004-05 (prepared September 2006).

Where Are They Coming From?

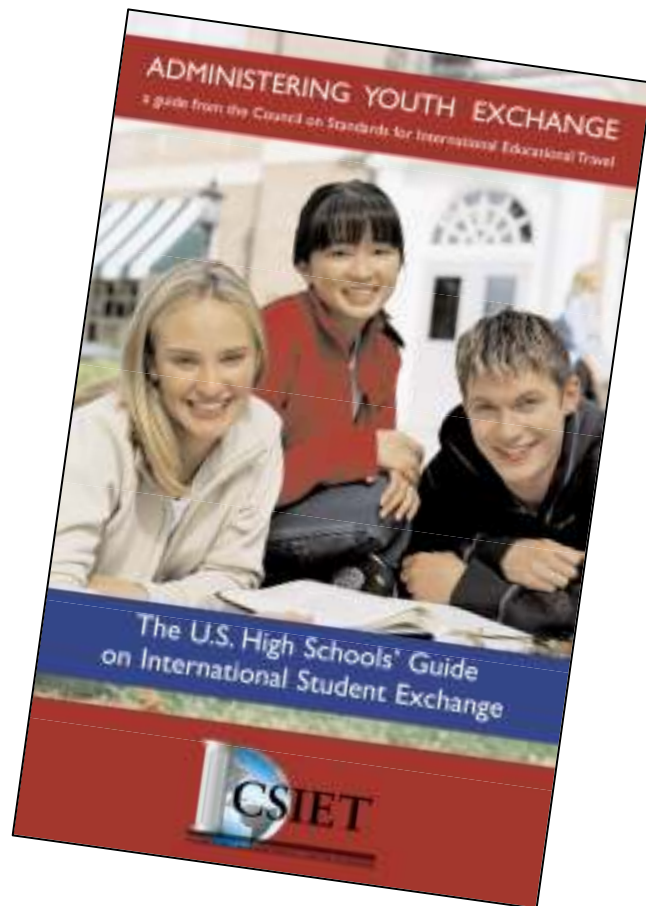


CSIET Publications – 2008-09 *Advisory List*



- The Advisory List provides a resource from which prospective exchange students, their parents, and school leaders can confidently glean an understanding of the scope, background, and operations of programs that have been reviewed.
- Includes descriptions of exchange organizations that, upon evaluation, were found to comply with CSIET standards and were accepted for listing.

CSIET Publications – Administrators Guide



- Resource tool for U.S. high schools that work—or are interested in working— with international youth exchange programs.
- Intended for the individual in a school or school system who is responsible for working with exchange students.

www.CSIET.org



Promoting International Youth Exchange

- About CSIET
- Become a Member
- Meetings & Activities
- Publications & Resources
- Media Center
- Calendar of Events
- School Resources
- Advocacy & Outreach
- Members Only

INFORMATION on YOUTH EXCHANGE

Click here for all of the things you need to know. ▶



WHAT'S NEW?

- » CSIET Communications Associate Position: [Click Here For a Full Job Description](#)
- » 2008 Global Classroom Winners Announced!


WHY YOUTH EXCHANGE?

"As September 11 showed us, when the State Department issued urgent calls for speakers of Arabic, we don't have enough


UPCOMING EVENTS

2009 National School Conference on International Youth Exchange
February 27 - 28, 2009
Hartford, CT
[Click Here for Details](#)

On-Line School Resources



Promoting International Youth Exchange



SCHOOL RESOURCES

School Resources

[U.S. Visas](#)

Information on visas that an exchange student coming to the United States might have, as well as information about SEVIS, the U.S. government's database for tracking exchange students.

[USDE Guidance](#)

Information about exchanges that has been provided by the U.S. Department of Education.

[FAQ's](#)

[How Exchange Programs Operate](#)

Details about how International Youth Exchange Programs go about recruiting schools, students, and host families, and monitoring students during their stay.

[Model School Policy](#)

CSIET member schools and exchange programs have worked together to design this document to guide schools as they set their own policies on international youth exchange.

[Useful Links](#)

- About CSIET.org
- Become a Member
- Meetings & Activities
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 - U.S. Visas
 - National School Conference on International Youth Exchange
 - How Programs Operate
 - USDE Guidance
 - Model School Policy
 - FAQ's
 - Useful Links

CSIET Database of State and Local Policies

(Last Updated, 12/12/08)

[AL-AK-AZ-AR-CA-CO-CT-DE-DC-FL-GA-HI-ID-IL-IN-IA-KS-KY-LA-ME-MD-MA-MI-MN-MS-MO-MT-NE-NV-NH-NJ-NM-NY-NC-ND-OH-OK-OR-PA-RI-SC-SD-TN-TX-UT-VT-VA-WA-WV-WI-WY](#)

[Click here](#) to view your state's statistical profile.
Select your state from the "select jurisdiction" drop down menu.

[CDC Childcare and School Immunization Requirements for 2005-2006](#)

U.S. State	Statewide	District/School	Athletic Eligibility	Other
Alabama	Alabama State Department of Education Governor's Proclamation recognizing International Education Week Scroll down the page to find link to Alabama.	•	AHSAA Alabama High School Athletic Association Eligibility rules are available according to the particular sport.	State Database for Immunization Requirements Scroll to bottom of the page and select state from drop down menu.
Alaska	Alaska Department of Education & Early Development Governor's Proclamation recognizing International	•	Alaska School Activities Association - ASAA See Rule 13 (page 39) of the Handbook.	State Database for Immunization Requirements Scroll to bottom of the page and select state from drop down menu.

www.GetStarted.csiet.org



International YOUTH EXCHANGE Programs
Are Building STRONGER TIES Among Nations,
Ties That Will Bind a More PEACEFUL WORLD.

LET'S GET STARTED...

Have our
Family Host
an Exchange
Student

Have our
School Host
an Exchange
Student

Volunteer for
an Exchange
Program

Study
Abroad

This site is maintained by the Council on Standards for International Educational Travel. CSIET is a private, not-for-profit organization whose mission is to identify reputable international youth exchange programs and to provide leadership and support to the exchange and educational communities so that youth are provided with meaningful and safe international exchange experiences.



I WANT OUR SCHOOL TO HOST AN EXCHANGE STUDENT...

WHERE IS YOUR SCHOOL LOCATED?

Choose Your State

Please choose a state... ▼

WHAT NATIONALITY ARE YOU INTERESTED IN?

Select Country of Preference

Please choose a country... ▼

Get Started

Start A New Search



CSIET - Promoting International Youth Exchange

212 South Henry Street • Alexandria, Virginia 22314

TEL (703) 739-9050 • FAX (703) 739-9035 • www.CSIET.org

The following program(s) have been evaluated by CSIET and listed in the 2008-09 *Advisory List*.

The following 2 organization(s) work with Mississippi

[START A NEW SEARCH](#)

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AFS-USA, Inc.

www.afs.org/usa

AIFS Foundation

www.academyyear.org

This site is maintained by the Council on Standards for International Educational Travel. CSIET is a private, not-for-profit organization whose mission is to identify reputable international youth exchange programs and to provide leadership and support to the exchange and educational communities so that youth are provided with meaningful and safe international exchange experiences.

CSIET Resources – Model School Policy



- Developed in partnership with the secondary-school community to assist American schools in the process of administering successful international student exchange programs.
- Developed with valuable input from individual high school administrators, exchange program managers, and national advocates for youth exchange.
- Provides a foundation for local school policies and encourages U.S. schools to engage in international youth exchange programs.

Number of International Exchange Students

- Ideally, schools should work toward a goal of 1% of the total student population being comprised of exchange students
- No U.S. State comes close to 1% -- Montana is roughly 0.7 %.

Timing of Placement Process

- **Schools should be provided with advance notice of a programs intent to place.**
- **Exchange organizations should submit placements as early as possible or up to two weeks prior to the school's start date.**
- **Federal J-visa regulations permit the placement of exchange students up to August 31st of each year.**

Selecting Student Exchange Programs

- **The school reserves the right to work with exchange organizations that have proved their commitment and responsiveness.**
- **The school should be open to new organizations that demonstrate a serious commitment to the school and community.**

School Expectations of Student Exchange Programs

- All schools should reserve right of final approval on all student placements.
- Additionally, schools should require that each individual student exchange program must:
 - Be listed in the most current CSIET Advisory List.
 - Screen and prepare exchange students while monitoring their progress during the school year, responding to issues or problems as they develop.

School Expectations of Student Exchange Programs (con't)

- **Arrange host family placements before exchange students leave their home country.**
- **Personally interview and screen all potential host families.**
- **Not knowingly place exchange students based on their athletic abilities.**
- **Provide the school with a complete student application which including original transcript of student's high school grades, with English translation.**

School Expectations for Students on J-1 Visa Sponsorships

- **Each exchange student must be qualified to participate in regular classes and maintain a typical schedule.**
- **Exchange students are expected to attain passing grades by the end of their first semester.**
- **Exchange students must have medical and accident insurance that meets or exceeds U.S. Department of State guidelines.**
- **Exchange students will understand that they are not guaranteed the ability to graduate.**

Use of the CSIET Model School Policy

- **Thousands of U.S. school districts use the MSP as a framework for their own policies.**
- **Idaho and Indiana both support the use of exchange student policy and suggest the MSP as a resource.**



How Youth Exchange Programs Operate

Megan Allen



How Exchange Programs Operate

- **Student Recruitment**
- **Program Pricing**
- **Screening Participating Students**
- **Student Admissions**
- **Host Families**
- **Schools**

Student Recruitment

- **Begins with a Partnership**
- **Affiliated Organizations /
Independent Partners**
- **Timing**
- **Demand higher in some countries**
- **Choosing a program**

Program Pricing

- **Recruitment**
- **Screening**
- **Orientation**
- **Pre Departure Support**
- **Visa Processing**
- **Supervision**
- **Overhead**
- **Transportation / Insurance**

Student Screening

- **Destination Country Guidelines**
- **Interview (Motivation/Expectations)**
- **Language Assessment**
- **Comprehensive Application**
- **Transcript, Health Forms, References**
- **Language Proficiency Test**

Host Families

- **Carefully Selected, Screened, Oriented**
- **Background checks**
- **Provide – Housing, Meals, Transport**
- **Receive – rewards and challenges that accompany raising teens**
- **Local support**



School Perspective on International Youth Exchange Programs

Michael Joyce

Getting Involved: Questions for a School to Consider*

- Who is the designated person to review applications?
- Who must be provided with the paperwork?
- What information must be submitted with applications?
- Visas (registered with DOS for J-1? May F-1 students enroll?)

* From “Administering Youth Exchange” (CSIET, 2007)

Getting Involved: Questions for a School to Consider*

- School policy re: organizations and CSIET *Advisory List*?
- Is there a limit to the number? Exceptions?
- Participation in graduation ceremonies? Sports?
- Time frames (deadlines, semester, 12 month?)
- Placement?

* From “Administering Youth Exchange” (CSIET, 2007)

Getting Involved: Getting Students Abroad

- **Review/ develop policies**
- **Start small, identify students**
- **Hold meeting with representative & students**
- **Have a person who is responsible for helping students through application process**
- **Advocate for your students with organization(s)**
- **Celebrate students going abroad/returning**

Develop Relationships

- **Contact local representatives**
- **Invite them to your school**
- **Identify group of families as likely hosts and put them in contact with local representatives**
- **Work closely with representative and families**
- **Welcome and celebrate international students**
Review/ develop policies

Ten ways to help your exchange students become successful

- 1) Assign a “buddy” to introduce them to the school**
- 2) Let the student know the expectations from the beginning**
- 3) Introduce them at start-of-the-year class assemblies**
- 4) Introduce them at a staff meeting**
- 5) Display their nations’ flags**
- 6) Customize your monitoring**
- 7) Arrange speaking opportunities for the students**
- 8) Form an exchange student group to process experiences**
- 9) Assess their interests and get them involved in related activities**
- 10) Assign adult mentors who care**



Questions, Answers & Discussion