

NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION
Route 130, P. O. Box 487 Robbinsville, NJ 08691

TO: Principals, Athletic Directors, Guidance Directors,
 Foreign Exchange Agencies

FROM: Larry White, Assistant Director

DATE: July 2013

RE: **Processing Foreign Student Eligibility**

Note: Start processing at the earliest date to assure eligibility for a foreign student

GUIDELINES FOR PROCESSING FOREIGN STUDENT APPLICATION FORMS

Although your school may not presently have enrolled a foreign exchange student for the coming school year, please keep these guidelines in your file for review if a foreign student enrolls at a later date.

Students from a foreign country whose parents move into your school district, do not require processing by the NJSIAA but must satisfy all Rules and Regulations of the Association to be granted immediate eligibility.

Student sponsored by an Exchange Agency accepted by the Council on Standards for International Educational Travel (CSIET) as listed in NJSIAA Handbook, do not require a Transfer Waiver Form and will be eligible immediately upon approval by the Association.

Eligibility will not be processed by the NJSIAA unless Paragraphs 3. (A), (B), (C), (D), and (E) have been satisfied and the necessary information accompanies the foreign exchange/foreign student application form. These provisions are noted in the conditions of eligibility of the Procedures on Foreign students in the NJSIAA Handbook.

Member schools will have the responsibility of making certain that foreign students with an F1 Visa status comply with the requirements of the U. S. Immigration and Naturalization Act, as amended in 8 U.S.C. 1184, effective November, 1996.

1. CSIET (accepted programs) Foreign Exchange Students

Initial Approach by Foreign Exchange Agency

- (A) Principal should receive Board of Education approval because most often the student is entering as a non-tuition student.

- (B) The request for enrollment should be accompanied with the (a) name, address and phone number of the agency sponsoring the student, along with the home phone number of the agency's contact person; (b) same for the local representative (LC), if other than the agency officer; (c) same for the host family; (d) same for the student's family in the foreign country and same for the principal of the foreign high school which the student most recently attended.

- (C) At this same time, the Agency must provide the school with a copy of:
- (1) A J-1 Student Visa noting the name of the agency which provided the visa;
 - (2) The student's birth certificate or passport showing date of birth;
 - (3) A document verified by the foreign high school Principal which attests to the student's mastery of the English language;
 - (4) A transcript of student's scholastic record from first entrance into the ninth grade, signed by the foreign high school Principal; and
 - (5) A record of interscholastic and community athletic participation from first entrance into the ninth grade, signed by the foreign high school Principal.

These forms must be signed by the foreign high school Principal and translated into English. Transcripts or any other forms, communications, received in a foreign language only will not be accepted. Eligibility will be granted for continuous enrollment so long as student continues to meet all NJSIAA regulations.

2. Non-Accepted Programs/Foreign Students

Those students arriving without their families or CSIET accepted agency sponsorship will be processed by the school under the same conditions as in 1. (A), (B) and (C) with the exception that the thirty (30) day period of ineligibility is in force and a Transfer Waiver Form must be processed and forwarded with the Foreign Exchange/Foreign Student application form.

Attention: Students who have graduated from a foreign secondary school are ineligible to participate in interscholastic athletics regardless of age or number of years of the secondary school programs.

Verification is required to determine when the student entered the ninth grade or to determine if the foreign secondary school from which the student graduated is comparable with the secondary school requirements in the United States. One such agency which provides such verification for a fee is:

World Educational Services, Inc.
Bolling Green Station
P. O. Box 5087
New York, NY 10274-5087
(212)966-6311