



Foreign Exchange Student 2024-25 School Year

FES Agency Assurance Form

The _____ (agency name) will comply with the following requirements for participation with Ogden School District for the _____ school year: (Initial each item below.)

1. _____ The agency has complied with all applicable policies of the Ogden School District Board of Education regarding foreign students and all registration processes and procedures as outlined by Student Services. Ongoing placement of students in Ogden School District is conditional on agency compliance with District policy.
2. _____ A household study, including a background check of ALL adult residents, has been made of each household where an exchange student is to reside, and that the study was of sufficient scope to provide reasonable assurance that the exchange student will receive proper care and supervision in a safe environment .
3. _____ The host parents have received training appropriate to their positions, including information about enhanced criminal penalties, under Utah Code §76-5-406(10), for persons who are in a position of special trust.
4. _____ A representative of the exchange student agency shall visit each student's place of residence at least once each month during the student's stay in Utah.
5. _____ The agency will cooperate with school and other public authorities to ensure that no exchange student becomes an unreasonable burden upon the public schools or other public agencies.
6. _____ Each exchange student will be given (in their native language) names and telephone numbers of agency representatives and District personnel (available from Student Services) and others who could be called at any time if a serious problem occurs.
7. _____ Alternative placements are readily available so that no student is required to remain in a household, if conditions appear to exist which unreasonably endanger the student's welfare.
8. _____ The agency understands that if for any reason, a student moves to a new host family, the agency will receive approval from Student Services prior to undertaking the move and assist in coordinating any changes in school registration.
9. _____ The agency verifies that the host family submitted in the application to Student Services has committed to host the student the entire school year and is not a temporary placement such as a "Welcome Family".



Foreign Exchange Student 2024-25 School Year

- 10. _____ The agency understands and has communicated to the student that, if the student is enrolling in 12th grade, receiving a diploma is not an option but, at the discretion of the Principal, a student may participate in the ceremony.

- 11. _____ The agency and student understand that in the event that tuition reimbursement from the Utah State Board of Education is unavailable, the District may (at its discretion) revoke the offer of enrollment or student will be required to either a) personally cover the cost of out-of-state tuition, or b) apply for and be granted a tuition waiver from the Ogden School District (subject to availability).

- 12. _____ The agency will provide at submission all documents stated in the student application section. Incomplete packets will not be accepted. To include the CSIET for the coming school year.

As the local agency representative my initials verify our agency will comply with the requirements listed above.

Agency Representative Name

Agency Representative Signature

Date

State of _____

County of _____

Be it known, _____ (person's name)

subscribed and sworn to before me, _____ (notary's

name) on this _____ day of _____, in the year 20 _____.

Notary Public Signature

Date

(SEAL)



Foreign Exchange Student 2024-25 School Year

Agency Contact Information

Agency Representatives that can access, share or be contacted regarding the student. Please provide the local coordinator and their supervisor. A minimum of two contacts are required.

Name: _____

Title: _____

Phone Number 1: _____ Phone Number 2: _____

Fax Number: _____

Email: _____

Name: _____

Title: _____

Phone Number 1: _____ Phone Number 2: _____

Fax Number: _____

Email: _____

Name: _____

Title: _____

Phone Number 1: _____ Phone Number 2: _____

Fax Number: _____

Email: _____



Foreign Exchange Student 2024-25 School Year

Ogden School District FE Student Application (Please Print)

Student's Name: _____

Preferred Name: _____

Date of Birth: _____ Age at the start of the coming school year: _____

Has the applicant graduated from high school in their home country? _____ Yes _____ No

Which OSD school does the student wish to attend? ___ Ben Lomond High School ___ Ogden High School

Host Parent Name: _____

Phone Number: _____ Email: _____

Host Parent Name: _____

Phone Number: _____ Email: _____

Date student expects to enter our schools: _____

Date student expects to exit our schools: _____

Please be sure to attach the following documents:

1. OSD Agency Letter of Assurance
2. OSD Foreign Exchange Student Application
3. CSJET for the Following School Year
4. Host Family Agreement Form
5. Host Family Proof of Address
6. Passport
7. Transcript (translated into English)
8. English Proficiency Test
9. Special Health Records
10. Immunization Records (translated into English)
 - DTP, DTaP, DT, or Td
 - Tdap booster
 - Varicella (chicken Pox)
 - Polio
 - MMR
 - Meningococcal
 - Hep B
 - Hep A

** Please note that TB is no longer tracked by the State of Utah but may require proof from other entities.*



Foreign Exchange Student 2024-25 School Year

Ogden School District Host Family Agreement Form

I/We, _____, (individual or family name) have agreed to host a foreign exchange student in our home for the 2022-23 school year with the understanding that the following Ogden School District guidelines be met. It is also understood that Ogden School District Student Services, Valerie Hansen, 801-737-7450, or the school the student is attending can be contacted at any time with questions or concerns.

- Our household will provide reasonable assurance that the exchange student will receive proper care and supervision in a safe environment.
- Our household verifies that we are the host family for the entire school year and not a temporary placement such as a Welcome Family.

Signature

Date

State of _____

County of _____

Be it known, _____ (person's name)

subscribed and sworn to before me, _____ (notary's

name) on this _____ day of _____, in the year 20 _____.

Notary Public Signature

Date

(SEAL)