

Arroyo Pacific Academy

International Student Program

Guidelines for International Homestay Students and Host Parents

School Handbook and International Student Handbook Supplement

2021 - 2022



Collaborative Workers, Critical Thinkers, Lifelong Learners & Responsible Citizens

The purpose of this document is to provide a written Homestay Policy and Homestay Expectations for the International Student Program at Arroyo Pacific Academy. Host Parents are to comply with all policies, rules, procedures, expectations, and best practices of Arroyo Pacific Academy as stated in the *School Handbook*, the *International Student Handbook* and these guidelines. It is the goal of the school to require a safe, environment for international students which is positively conducive for the student to meet the academic, attendance, character formation, and personal appearance requirements of Arroyo Pacific Academy.

Housing for all international students must be approved by the administration of Arroyo Pacific Academy. The arrangement of the homestay for the international student is the responsibility of the student's family and not the responsibility of Arroyo Pacific Academy. All Host Parents must be approved by the school's Homestay Coordinator.

1. Prior to leaving the home country for Arroyo Pacific Academy, the student's parents should discuss the importance of good behavior with their student and ensure that he or she understands the significance of acting in a manner that will reflect well on his or her family and country.

2. For all age appropriate students and host parents, the COVID-19 vaccines are one of the clearest pathways to protecting individuals from getting severe sickness as well as for mitigating transmission of the COVID virus. It is one of the best preventive measures that we have at our disposal to create a safe environment at Arroyo Pacific Academy while addressing students' developmental, social and academic well-being.

3. The international student must make a concerted effort to improve his or her ability in the English language. The program is a total immersion in language learning and only English may be spoken at Arroyo Pacific Academy.

4. The student must make an effort to get involved in the community by attending and participating in school and community events. The student should not spend all his or her time with other international students and should seek guidance from host parents and school personnel when choosing friends.

5. The student's acceptance into Arroyo Pacific Academy does not guarantee athletic eligibility.

6. The student's parents give Arroyo Pacific Academy the right to use the student's photograph for reproduction in any medium for the purposes of publication, advertising, display, or editorial use. No personal information will be publicized.

7. Arroyo Pacific Academy reserves the right to terminate a student's participation in the International Student Program if his or her academic progress, attendance, and/or conduct, is considered detrimental or incompatible with the interests of the International Student Program. In this case, all tuition and fees paid are nonrefundable and the student's Form I-20 will be terminated.

8. The student must obey the laws of the United States and the State of California where they live

and visit. A student found guilty of violating the law will be returned home at his family's own expense as soon as the student is released by authorities.

9. The student is not allowed to possess or use illegal drugs. Smoking and the use of any tobacco products is forbidden. The drinking of any alcoholic beverages is expressly forbidden. United States law strictly forbids the consumption of alcohol for everyone under age 21.

10. The student and his or her parents must communicate with the Admissions Office prior to the student's departure from the home country. International students may not arrive on campus prior to the International Student Registration Day without prior permission from Mr. Robert S. Walley, SEVIS Principal Designated School Official.

11. International students will each live with an approved host family. The host family assignment is for one academic year. Most students will live with a different host family each year.

12. The student will become an integral part of the host family, assuming duties and responsibilities are normal for a child of his or her age in the host family household. This may include cooking, doing dishes, helping with laundry, and cleaning his or her bedroom.

13. The student must obey the host family's rules and be willing to participate in family activities.

14. Problems that arise in the host family are to be resolved first through discussion with the host family, then with the assistance of the school or homestay organization. The student is not to discuss problems of a personal nature with members of the school community.

If the student is experiencing any sort of relational stress or difficulty or experiences abuse or harassment of any kind or, he or she will immediately disclose the incident to the homestay organization and the administration at Arroyo Pacific Academy.

15. The student will attend school daily and will be enrolled as a full-time student. The student must make a concerted effort to make satisfactory academic progress (**A**, **B** or **C** grades) and must be

involved in some co-curricular activities. If a student is achieving a **D** average or lower, the host parent and the Dean of Studies may require additional study hours or tutoring and limit co-curricular and weekend activities until the grade is improved.

16. Students who are accepted will register for classes upon arrival to campus. International students will be placed at an appropriate grade level and may be slightly older than their peers.

17. The student will obey the attendance and disciplinary rules as stated in the *School Handbook* and the *International Student Handbook*. The student will be respectful of school administration, faculty, staff, students, and the host family.

18. Host parents and guardians must have a current email address and communicate in English directly with the teacher for all official academic issues regarding their student. Issues not resolved must be brought to the attention of the administration.

19. Visits by the student's family or friends while in the program and enrolled at Arroyo Pacific Academy require prior approval by the SEVIS Principal Designated School Official. While visits are encouraged, host families will not be expected to house student's guests at any time.

20. All completed forms, including but not limited to the Medical Authorization Form, Health and Immunizations Form, and Emergency Contact Form must be received by the Admissions Office by the date specified.

21. Students must inform their host parent about any medication they bring from their home country to take on a regular or occasional basis.

22. The student is forbidden from participating in any dangerous sports or activities such as, but not limited to, hang gliding, bungee jumping, and sky diving. The host family and the school will not accept any responsibility for any situation arising from the student's involvement in any forbidden activity.

23. Serious romantic involvement is strongly discouraged. The student may not take any action that may change the nature of his/her life.

24. The student is not allowed to get any new tattoos or body piercing while participating in the International Student Program at Arroyo Pacific Academy.

25. A personal cell phone or an International Calling Card must be provided to each international student

by his or her parents, unless this requirement is waived by the SEVIS Principal Designated School Official.

The Internet may be accessed from the host family residence. The host family may limit Internet and cell phone usage to certain hours of the day, if they feel it is interfering with academic progress or with face to face social connections.

26. Students may bring their own computer if approved by the host family. Inappropriate use of the Internet by the student, including viewing pornography or visiting questionable websites, is not acceptable. Such activity may result in program termination.

27. The student should have sufficient financial support to ensure his or her well-being during the entire program of study and yearly enrollment at Arroyo Pacific Academy.

Parents by the date specified must submit proof of a checking account with an ATM/Debit card in the student and parent name with a \$2,000 balance to be used for personal expenses while at Arroyo Pacific Academy.

28. The student may wish to purchase items such as clothing, room decorations and tutoring lessons. He or she may also wish to attend a prom or Dance, a senior trip to Disneyland or attend additional field trips. These expenses would be paid for by the extra money students bring with them on the ATM/Debit card.

29. The student and his or her parents must pay bills promptly. Full tuition for the year is due by the date specified.

30. The student is not permitted to borrow money.

31. If for any reason the student is unable to participate in the International Student Program, there is no refund. If a student's enrollment is terminated by the school for reasons of infraction(s) of school policies, rules, procedures, practices or standards, the parent or family of the student remains liable for full payment of all tuition, fees, and family contribution/donation. No fees, pledge payments or contributions already paid and received by Arroyo Pacific Academy are refundable in the case of student withdrawal, transfer or expulsion. Refunds will only be considered if a student is denied a visa by the U.S. government and if proper official documentation is provided to the school.

32. The student is required to show intent with round-trip international air travel before the student

departs from his or her home country. This information must be forwarded to the Admissions Director by the date specified. Parents, not students, are responsible for directly purchasing airfare and making travel arrangements.

33. The student is permitted to travel domestically with the host parents or with Arroyo Pacific Academy sponsorship. Independent travel, aside from trips directly to and from the home country, is not allowed unless prior approval is granted from the SEVIS Principal Designated School Official. The cost of independent travel would be the student and his/her family's responsibility.

34. If a student needs unusual help for a matter not related to the academic requirements of Arroyo Pacific Academy, the family would need to request permission for the activity and provide necessary funds and compensation for the activity.

35. International seniors must meet college application due dates during the Fall semester. On or before May 1st seniors must complete a SEVIS Transfer Form attached to a college acceptance letter which are to be submitted to the College Counselor who will give it to the SEVIS Principal Designated School Official to transfer the student's Form I-20.

36. The student must return home within 10 days of the last day of school or Summer School. Host families may not provide housing during summer vacation. During Re-Registration of a given school year, the I-20 will be registered for another Session Start Date providing the student has done well academically, a host family is available for the student for the following year, and after the student demonstrates proof of travel purchase to return home for the summer months of July (after Summer School) and possibly August.

37. International students, their parents, guardians, and host parents are expected to read and be familiar with the *Arroyo Pacific Academy School Handbook* and the *International Students Handbook*. By signing the Statement of Agreement, host parents are agreeing to the standards, rules, policies and procedures detailed in the School Handbooks and these guidelines.

38. The student must arrive on campus for the International Student Orientation and Registration as stated in the acceptance package.

39. Mr. Robert S. Walley, SEVIS Principal Designated School Official reports directly to SEVIS. SEVIS is the Student and Exchange Visitor Information System. It is part of the Student and

Exchange Visitor Information Program in the Department of Homeland Security.



The administration of Arroyo Pacific Academy reserves the right at any time to interpret and/or change the policies herein.
