

Attendance**FOREIGN STUDENT REGISTRATION****I. Registration Requirements - Pre-Kindergarten through Grade Twelve**

For initial entry into Miami-Dade County Public Schools, all students will register at the school of the actual residence of the parent or legal guardian in the attendance area as approved by the Board. Entry requirements into Miami-Dade County Public Schools are the same for all students, regardless of country of birth and immigration status.

A. Miami-Dade County Public Schools will provide the following services:

1. Orientation to Miami-Dade County Public Schools, offered to parents and students, in English, Spanish, Haitian-Creole, and other languages within available resources
2. Information on different social agencies that can be accessed by the parents/families
3. English language proficiency testing to ease the registration/scheduling process at the school
4. Mathematics level assessment in the home language for secondary level students to ensure appropriate programmatic placement, especially for those students without educational records
5. Analysis of foreign educational records used for grade placement and course equivalence
6. Distribution of information on services and programs available for all students (e.g., prekindergarten, gifted programs, magnet programs, counseling services, scholarship opportunities, extracurricular activities, transportation services, parental involvement)
7. Assistance in the school-level registration and placement process, if a need arises, by serving as liaison between the home and the school
8. Distribution of information on available community/adult education programs for parents/families

9. Assistance in completion of pre-registration requirements by staff who speak the home language
 10. Preliminary identification of students with special needs (e.g., observable disability condition, limited or no prior school experience)
 11. Distribution of information on parent's/student's responsibilities, rights, and due process procedures in the parent/student language within available resources
 12. Distribution of all printed material will be in English, Spanish, and Haitian-Creole
- B. During initial student registration, all students, grades PK-12, must present:
1. A completed Student Health Examination (HRS-H Form 3040), including proof of tuberculin skin test, reading of the test, and appropriate follow-up
 2. A Certificate of Immunization (HRS Form 680)
 3. Verification of residence
 4. Proof of age (evidence specified in Florida Statute 232.03)

Documentation will be requested to determine eligibility requirement for special federal and/or state funding in one of the following categories: (a) Entrant; (b) Refugee; (c) Amerasian Immigrants; and (d) other classification qualifying for specific federal and/or state funding for which specific documentation is a requirement. However, such identification/documentation will be clearly labeled as not required to enroll in Miami-Dade County Public Schools.

II. Procedures Governing Entrance of Foreign Students into Office of Workforce Development Education programs

- A. Office of Workforce Development Education - Foreign Student Admission

For initial entry into Miami-Dade County Public Schools Office of Workforce Development Education, post-secondary students may register in any Workforce Development Education program. In accordance with School Board Rule 6Gx13- 6C-1.01, Applied

Technology (Vocational) and Adult Education, and Immigration and Naturalization Service (INS) guidelines, any student possessing a Certificate of Eligibility (INS Form I-20) issued by Miami-Dade County Public Schools, Office of Workforce Development Education, must be processed through the International/ Foreign Student Office.

Applicants from other countries are evaluated and admitted to Workforce Development Education programs utilizing the same criteria that is in effect for all students.

B. Office of Workforce Development Education - Foreign Student Registration

Students possessing an INS validated Form I-20 (M-1/vocational) issued by Miami-Dade County Public Schools, Office of Workforce Development Education, must initiate a first time registration at the International/ Foreign Student Office. After the initial registration the procedure followed is that in effect for all students. Students having a Form I-20 issued by the Office of Workforce Development Education are required to register for classes full time. Full time registration is defined as (25) twenty-five hours of class per week per trimester. Any variation in attendance, program of studies, or travel must be authorized by the Foreign Student Advisor for Workforce Development Education.

Applicants from other countries having a Form I-20 (M-1/vocational) issued by an educational agency other than Miami-Dade County Public Schools, Office of Workforce Development Education, are registered following the same procedures in effect for all students.

C. The Form I-20 and Foreign Student Visa/Foreign Student Status

Foreign students who meet the requisites of Miami-Dade County Public Schools and the Department of Justice, Immigration and Naturalization Service may apply for a foreign student visa or foreign student status. The Office of Workforce Development Education facilitates and counsels in all aspects of the process related to obtaining the M-1/vocational visa abroad or the M-1/vocational status in the United States. Not having a Form I-20 or appropriate visa does not preclude admissions and studies in Miami-Dade County Public Schools. Admission to Workforce Development Education programs in Miami-Dade County Public Schools is open to all applicants meeting program criteria and is not related to possession of a student visa or immigration status.

D. Tuition and Fees for Non-immigrant Visa Students

Students in the United States as non-immigrants in any visa category are subject to established tuitions and fees that apply to non-residents of the State of Florida.

Specific Authority: 230.22(2); 230.23(20) F.S.

Law Implemented, Interpreted, or Made Specific: 228.121; 232.01; 232.02; 232.021; 232.022; 232.03 F.S.

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