



# **American Education & Exchange Association**

## **International Student Application Process**

Here are the **basic steps** for new students to apply for high school placement through our program. Please contact us if you have any questions:

**1** Choose your school. Read all the school's information and check the box next to that school's name. Complete the AEEA Application. Send the application and required documents to the American Education & Exchange Association. There is a check list enclosed.

**2** When we have received your application and all necessary documents, we will process the application. NOTE: You may or may not qualify for the school you have chosen. Part of the application process is to find you the best "fit." We will do our best to assure you a good educational experience. It will take about two to three weeks to process your application. You may inquire about your application by e-mailing us at [info@elci.us](mailto:info@elci.us)

**3** When you are accepted, we will send you (1) a **Form I-20**, "Certificate of Eligibility," (2) a letter of acceptance, and (3) a letter to the U.S. Embassy.

**4** You will then need to go on-line and pay the SEVIS fee. It is called a "**I-901 Payment**." This payment is made directly to the U.S. government. The web site address for this payment is <http://www.fmjfee.com> After you make your payment, you will need to print out a receipt.

**5** Make an appointment with the U.S. Embassy for your student visa interview. When you call ask the embassy if there are any other documents you may need to bring with you. You will need to take all the following, documents:

- ✓ Passport
- ✓ I-20, "Certificate of Eligibility"
- ✓ I-901 Payment receipt
- ✓ Letter of Acceptance
- ✓ Letter to the embassy

**6** When you receive your visa, notify AEEA as soon as possible at [info@elci.us](mailto:info@elci.us)



# **American Education & Exchange Association**

## Checklist for Application Documents

There are several documents to gather and forms to complete. In order to insure a smooth application process and to help determine which school is the appropriate school for you, please carefully read through, sign, and send together all of the following completed forms, documents along with the application fee. *Thank you!*

- Application Form** (with two [2] photographs)
- Student Questionnaire**
- Parent Questionnaire**
- Keys to Success**
- Statement of Faith**
- Host Family Expectations**
- Information for the Host Family**
- Letter to Host Family**
- AEEA Program Guidelines and Agreement**
- Recommendation Forms** (completed and placed in separate, sealed envelopes)
- Medical Release Form** (Signed by the parents. This gives permission to doctors to give medical treatment in an emergency).
- Immunization Record** (See "Health Information")



# American Education & Exchange Association

## Application for Admission

Please check the school you want to attend for 2010-11.

- Portland Lutheran School, Portland, OR
- Willamette Valley Christian, Brooks, OR
- Local Public High Schools for holders of US Passports \_\_\_\_\_
- LaSalle Catholic High School, Portland, OR
- Blanchet Catholic School, Salem, OR
- East Linn Christian Academy, Lebanon, OR

### Student Information

Name \_\_\_\_\_  
Family First Middle Preferred Name

Address \_\_\_\_\_  
Street Address/Apt. # City Country Postal Code

Home Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Passport Number \_\_\_\_\_ E-mail \_\_\_\_\_

Birth Date: \_\_\_\_\_ Age: \_\_\_\_\_  Male  Female  
Month/day/year

Student's current school \_\_\_\_\_ Current grade \_\_\_\_\_

Desired Starting Grade (circle one): 7 8 9 10 11 12 Starting Date \_\_\_\_\_  
(We cannot guarantee you will be placed in the grade of your choice) Month/Year to Month/Year

Religious Affiliation \_\_\_\_\_

How long would you like to attend this school? \_\_\_ Only one year \_\_\_ More than one year

What are your plans? (choose only one) (This is for scheduling and planning purposes)

- \_\_\_ Graduate from the school checked above.
- \_\_\_ Attend the school checked above for academic credit, but not graduate (Will return to home country to graduate).
- \_\_\_ Attend the school checked above only as an English Language and Cultural experience.
- \_\_\_ Other: \_\_\_\_\_

Where do you want to attend college? \_\_\_ U.S.A. \_\_\_ Your Home Country \_\_\_ Other

I declare that to the best of my knowledge and belief that the information provided on this application is true and complete.

\_\_\_\_\_  
Student Signature Parent Signature Date

## Parent Information

### Father

Name: \_\_\_\_\_  
Last/Family First

E-mail address: \_\_\_\_\_

Home Address: \_\_\_\_\_  
(If different from applicant's)

City: \_\_\_\_\_

Country: \_\_\_\_\_

Postal Code \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer's Name: \_\_\_\_\_

Religion: \_\_\_\_\_

Primary Contact E-mail for all official information: \_\_\_\_\_

### Mother

Name: \_\_\_\_\_  
Last/Family First

E-Mail Address: \_\_\_\_\_

Home Address: \_\_\_\_\_  
(If different from applicant's)

City: \_\_\_\_\_

Country \_\_\_\_\_

Postal Code: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer's Name: \_\_\_\_\_

Religion: \_\_\_\_\_

\_\_\_\_\_

## Family Information

Please check the appropriate boxes:

- Student lives with Mother and Father
- Student lives with Father
- Student lives with Mother

- Parents separated
- Parents divorced
- Father deceased
- Mother deceased

If divorced or separated, which parent has custody?

If divorced or separated, which parent receives mailings?

- Mother only
- Father only
- Both

## Sibling Information

### Names & ages of brothers & sisters:

Name	M/F	Age	School attending
_____			
_____			
_____			
_____			

## Agent Information

Company Name \_\_\_\_\_

Agent's Name \_\_\_\_\_

Address \_\_\_\_\_  
Street Address/Apt. # City Country Postal Code

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

### Office use only:

Complete application received \_\_\_\_\_  
Application Fee received \_\_\_\_\_  
Immunization records received \_\_\_\_\_  
Interview \_\_\_\_\_

Approved \_\_\_\_\_  
Disapproved \_\_\_\_\_  
Notification \_\_\_\_\_  
Health Insurance Purchased \_\_\_\_\_



# American Education & Exchange Association

## Student Questionnaire

Name \_\_\_\_\_  
Family First Middle Preferred Name

1. Please rank your English ability : \_\_\_ Low \_\_\_ Average \_\_\_ Intermediate \_\_\_ Advanced
2. Do you have confidence that you can be successful in English speaking classes? \_\_\_ Yes \_\_\_ No
3. Do you understand that **all** of your classes will be regular high school classes? \_\_\_ Yes \_\_\_ No
4. Why do you want to go to school at the school you have chosen? (Please be as **specific** as possible)  
\_\_\_\_\_  
\_\_\_\_\_
5. Do you want to attend the school you have chosen **primarily** because you want to **learn English and study hard**? \_\_\_ Yes \_\_\_ No
6. Because you are from a different culture and language, do you understand that the first year may be a very difficult adjustment period for you? \_\_\_ Yes I understand that my first year may be very difficult.
7. Are you willing to commit yourself to making friends with Americans and speaking primarily in English? \_\_\_ Yes \_\_\_ No
8. Are you willing to **adapt** yourself to your host families life-style, to **respect** your host's family rules, and to **participate** in family activities (including going to church sometimes on Sundays) and household chores? \_\_\_ Yes \_\_\_ No
9. Would you like to participate in **sports** at your chosen school? \_\_\_ Yes \_\_\_ No \_\_\_ I'm not sure  
(All "transfer" students, including International students, are required to wait one year before they can compete in extra-curricular sports according to Oregon State Athletic Association rules if they enter the school system after 9th grade. If you come as a freshman you can compete immediately. You must have a physical exam prior to beginning the sport.).
10. **In your own words**, (on the back of this sheet) describe:
  - a. Your hopes and dreams for the future:
  
  
  
  
  
  
  
  
  
  
  - b. Your favorite activities (sports, arts, entertainment, etc.):
  
  
  
  
  
  
  
  
  
  
  - c. Your personality. How would you describe yourself?





# American Education & Exchange Association

## Parent Questionnaire

For

Name \_\_\_\_\_

Family

First

Middle

Preferred Name

1. Please rank your students English ability: \_\_\_ Low \_\_\_ Average \_\_\_ Intermediate \_\_\_ Advanced
2. Do you have confidence that your student can be successful in English speaking classes? \_\_\_ Yes \_\_\_ No
3. Do you understand that **all** of your student's classes will be regular high school classes? \_\_\_ Yes \_\_\_ No
4. Why do you want your child to go to this school? (Please be as **specific** as possible)  
\_\_\_\_\_  
\_\_\_\_\_
5. Do you want to attend the chosen school **primarily** because you want your student to **learn English** and **study hard**? \_\_\_ Yes \_\_\_ No
6. Because your student is from a different culture and language, do you understand that the first year may be a very difficult adjustment period for them?  
\_\_\_ Yes I understand that the first year may be very difficult.
7. Is your student willing to commit him or herself to making friends with Americans and speaking primarily in English? \_\_\_ Yes \_\_\_ No
8. Do you think your student is willing to **adapt** him/herself to their host families life-style, to **respect** the host's family rules, and to **participate** in family activities (including going to church on some Sundays) and household chores? \_\_\_ Yes \_\_\_ No
9. Would you like for your student to participate in **sports** at the school you have chosen?  
\_\_\_ Yes \_\_\_ No \_\_\_ I'm not sure  
(All "transfer" students, including International students, are required to wait one year before they can participate in extra-curricular sports according to Oregon State Athletic Association rules if they enter the school system after 9th grade. If your student comes as a freshman he/she can compete immediately. They must have a physical examination prior to beginning the sport.)
10. **In your own words**, (on a separate piece of paper) describe:
  - a. Your hopes and dreams for the future of your child:
  
  
  - b. Your knowledge of your student's favorite activities (sports, arts, entertainment, etc.):
  
  
  - c. Your student's personality. How would you describe him or her?





# **American Education & Exchange Association**

## Religious Instruction

For students attending private schools, you need to understand that you will be taking classes in the religious beliefs followed at that school. As part of that educational experience you are expected to have an understanding of the basis of the Christian faith as practiced by students at that school. You are not required to believe or convert to any religion, but you are expected to study the religion as presented at school, and to be respectful to and about that faith to your family, teachers and friends. You can see more information about your specific school's statement of faith on their individual websites.

### AGREEMENT:

I understand that my child will be instructed in the religion of the school he/she attends. I understand that some required classes will be religious based.

Parent \_\_\_\_\_ Date: \_\_\_\_\_

I understand that I must take and pass religious classes to attend and graduate from AEEA schools. I agree to study diligently and be respectful of the school's religion and rules.

Student \_\_\_\_\_ Date: \_\_\_\_\_



# American Education & Exchange Association

## Host Family Expectations

1. You will probably have your own room, but there is a possibility that you may share a bedroom. We will try to find a host family that can provide your own room, but we cannot guarantee this. If you share a room, it will be with someone of the same sex (if you are a girl, you will room with a girl; if you are a boy, you will room with a boy). You will have your own place to study and keep your things.
2. Your host family may or may not have children. If your host has children, your host brother/sister may be older or younger.
3. Your host family may have pets. Are you allergic to pets? Yes \_\_\_\_\_ No \_\_\_\_\_  
(We will not place you in a home with an animal you are allergic to)
4. Your host family will probably be active in their church. Your host family may go to church every Sunday (usually between 8-11 A.M.) You will be invited to go with them (on Sundays) as part of the family. You are required to attend at least once with them to see what it is like. You may also be requested to attend on major holidays, if you are with your family during that time, two times a year - Christmas and Easter, as these are not only important Christian Holidays but important aspects of American culture. Do you agree? Yes \_\_\_\_\_ No \_\_\_\_\_
5. Your host family may be from a different ethnic background than expected. You will need to be willing to live with a family that is different from your own image of a typical American family. Are you willing to live with a family from any ethnic background? Yes \_\_\_\_\_ No \_\_\_\_\_
6. Your host family will have different rules and habits which you will need to adjust to.
7. You will need to be respectful toward your host parents and submit to their authority
8. To have a successful experience with your host family, you will need to be very flexible and patient. Are you willing to be very flexible and patient with your host family? Yes \_\_\_\_\_ No \_\_\_\_\_
9. If you have any difficulties and problems with your host family, in order to avoid unnecessary confusion, do you promise to first discuss it with the student liaison? Yes \_\_\_\_\_ No \_\_\_\_\_

**Do you think that you might have difficulty with any of the above items?** Yes \_\_\_\_\_ No \_\_\_\_\_

**If "Yes," Please explain:**

Signed (student) \_\_\_\_\_ Date \_\_\_\_\_



# American Education & Exchange Association

## Information for the Host Family

(On a separate piece of paper, please write a **letter** to your host family.)

**Student name:** \_\_\_\_\_

Parent's names: \_\_\_\_\_

Brother's/Sister's names: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

(attach a photograph here)

Home Telephone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

mo / day / year

Nationality: \_\_\_\_\_

1. What are your **hobbies** and interests? \_\_\_\_\_
2. What are your favorite **sports** activities? \_\_\_\_\_
3. You may be placed in a home with **children**. Would this be a problem? \_\_\_ No \_\_\_ Yes  
If yes, please explain: \_\_\_\_\_
4. Are you comfortable with **pets**? (dogs, cats, etc.) \_\_\_ Yes \_\_\_ No (**If "No" attach a letter of explanation**)
5. Are there any **foods** that you don't like? \_\_\_\_\_
6. Do you have any **allergies**? \_\_\_ No \_\_\_ Yes Explain: \_\_\_\_\_
7. Please describe your **religious background**: \_\_\_\_\_
8. Describe **yourself** to your host family \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Your host family may go to **church** every Sunday. As a member of the family, you will be invited to go with them. You do not have to be a Christian, **but you need to be willing to attend church with your family**. You should attend at Christmas and Easter. Would this be a problem? \_\_\_ No \_\_\_ Yes  
If yes, please explain why it would be a problem: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. Would you like to say something else to your future host family? **Is there anything you especially want your host to know?** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed (student) \_\_\_\_\_ Date \_\_\_\_\_





# American Education & Exchange Association

## AEEA Keys to Success

Most students who come to our programs experience success. However, on rare occasions, students have had to drop out of the program.

The following are some reasons for failure. **Please consider them carefully.**

1. An inadequate level of English proficiency
2. Poor study habits
3. Disrespect and defiance of school or host guidelines
4. Wrong primary motivation for coming to school in the United States:
  - a. play
  - b. romance
  - c. escape from home. school, problems, etc.
5. Other

However, If a student **has good study habits, is respectful towards school and host guidelines, and is motivated to learn**, the student can be relatively sure that coming to one of our schools will be a positive, growing experience.

The keys to success are: **self discipline, respect and a desire to learn.**

I have thoroughly read, understand and agree to all the above. I understand that my English proficiency will affect my grade placement. I believe I am emotionally mature enough (as a teenager) to live away from home and study in a foreign culture. I have experienced success at school. My main motivation is to learn English and study hard.

I pledge to respect the guidelines of the AEEA Program, my school and my host family.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Student

We guarantee that the above student has thoroughly read and completely agrees to the above.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Parent

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Agent



# **American Education & Exchange Association**

## **AEEA Guidelines and Agreement**

For you to have a fulfilling experience, the following guidelines have been established. We would like both you and your parents to read them **carefully**. If you understand and agree, please sign.

**Program Purpose:** The primary purpose of this program is to

- (1 ) provide a high school education as preparation for higher education, and
- (2) improve the student's knowledge of the American culture, including the historical Christian faith and English language (for those students in private Christian High Schools). This is accomplished through (a) active participation in family life, (b) community activities, and (c) school programs. **In order for you to have a successful and fulfilling experience, your purpose for coming needs to be the same as the Program Purpose.**

**Your expectations:** You should be aware that life in Oregon may not be what you expected. The American culture, as you experience it here, will probably not be the same as you see on television, in the movies, or in magazines. Host families come from a variety of ethnic backgrounds.

**Host Family and Cultural Adjustments:** Life in the United States will be **very** different from what you are accustomed to in your own country. **You need to be willing to adjust to a new culture:**

1. **Family Rules:** You should expect to adapt to your new family and to the customs of the family. These customs may be quite different from your own family, such as curfew, asking permission to go out, etc. You will need to be ready to make adjustments to a new life.
2. **Family Chores:** You should expect to assist with the household chores as a member of the family. You should not expect to be treated as a guest at a hotel.
3. **Family Activities:** Since you will be considered a part of the family, expect to take part in activities with your host family, such as visiting relatives, celebrations, trips, and going to church.
4. **Church Attendance:** Your family will most likely be a Christian family. You will be invited to go to church with them. Please look forward to going with your family to church on Sundays. It is a great way to make friends and learn about the American culture and the Christian world view and life style. Even if you are not comfortable with attending regularly you are required to attend at least once when you first arrive and during Christmas and Easter, as these holidays have cultural significance beyond their purely religious aspects.

### **Rules of the program:**

1. The following activities are **strictly prohibited:** smoking, drinking alcoholic beverages, pornography, and drugs (possession of controlled substances [cigarettes, alcohol, drugs, internet abuse, etc.] may result in immediate expulsion from school).

2. **Host Family Rules.** Complying with all rules established by host family is essential. Consistent failure to comply may result in having to leave the program.
3. **Grades.** Maintaining a grade of at least a **C** average is required. Failure to maintain a 'C' will result in probation. A tutor may be required at the student's expense. Probation is a case by case decision.
4. **Driving.** Driving automobiles and motorcycles by international students is prohibited. (Seniors may begin driver training but may not operate host family or friends' vehicles).
5. **Travel.** Before traveling, AEEA students are required to have the permission of the program director, host parents, and the student's parents. Missing school requires a valid reason.
6. **Problems.** Should problems arise during the program, you must contact the host family or your AEEA student liaison first. This is to avoid confusion.
7. **Magazines & books in your mother language.** Magazines and books in your own language interfere with your English education and distract others. Do not bring them to school.
8. **Visits by Relatives or Friends.** Any visits must be coordinated in advance through the AEEA.
9. You will need to comply with all the guidelines and rules in the **Student/Parent Handbook** for your school (you will receive a copy after you arrive) This includes information on dress code, academics, sports, school behavior, school discipline, etc.  
  
**Note:** Hair must be a natural color. If your hair is unnaturally colored (purple, fuschia, blue, etc.) you will not be allowed to attend until it is changed to its natural color. Boys may not wear ear rings or have other piercings.
10. **Computer use:** I understand that having and using a computer is a privilege. If I misuse my computer, break other rules, or any of my grades drop below a "C", my computer will be confiscated by the AEEA until such time as they deem it appropriate to return it.
11. **Cell Phone Use:** I understand that having and using a cell phone is a privilege. If I misuse my cell phone, it will be confiscated by AEEA, until such time as they deem it appropriate to return it.
12. **Physical Changes:** Student may not get new piercings, tattoos, or otherwise permanently change their appearance.
13. **Religious Affiliation:** Student may not change their religious affiliation until after graduation.
14. **Relationships:** Students are discouraged from having exclusive/serious romantic relationships.
15. **Sexual Activity:** Student are prohibited from sexual activity of any kind. Students becoming sexually active may be dismissed from the program.
16. **Legal Compliance:** Students breaking the laws of the land may be dismissed from the program.

### **Finances, Academics, etc.**

1. **Application Fee.** Due with the application packet. No materials will be processed until this is received.
2. **Tuition & Fees.** Tuition and homestay fees are due by the first day of class.
3. **Insurance:** All students are required to carry insurance. All students have the same policy and will receive a copy of their insurance card. Their host parents will also have a copy of the insurance care and instructions on how to use the insurance.
4. **Refunds.** Tuition or fees will not be refunded to any student who withdraws or who is expelled after the start of the program. Remaining Host Fees will be refunded, though a penalty equal to six weeks of homestay charges may be assessed.

5. **Academic Placement.** Academic placement (your grade level) is the sole discretion of the American Education & Exchange Association. You might not be able to enter at the grade level you desire. This is determined by your academic record, consultation with the school counselor, and English proficiency assessment. Depending on your academic and English ability, you need to realize that graduating from an American High School may take longer than expected.
6. **Host Family Placement.** Placement with a host family is the sole choice of AEEA working with and through Happy Homestay USA. **(Students may not make host placement decisions).**
7. **Tutoring.** When student grades fall below a “C” average the student will be assigned a tutor. It is their responsibility to pay for the tutor, whether the school pays the tutor and then needs to be reimbursed, or the student pays directly, it is the financial responsibility of the student and his/her parents.

### **Probation and Expulsion**

Violation of the above guidelines may result in **discipline, suspension, or expulsion**. The decision is the sole discretion of the AEEA on a case by case basis.

**Our desire is that every student will have a positive, healthy, growing experience in our program, and we will do all that we can to encourage and support you. If there are problems, we will do our best to help you solve your difficulty. We want to give you an experience that is warm, caring and accepting.**

### **Agreement:**

We (student and parents) have read, understand, and agree to all of the above. As a student, I agree to obey these guidelines and I understand that disobeying them may result in my being expelled from the program and sent back to my home country at my family’s expense. We also understand that the tuition and fees are non-refundable. We also understand that any false statements in this application may result in the student’s leaving the program. We also testify that the student’s purpose for attending the AEEA Program is the same as the purpose for the program.

Student e-mail \_\_\_\_\_ Parent e-mail \_\_\_\_\_

\_\_\_\_\_  
Student signature / date

\_\_\_\_\_  
Parent signature / date



# American Education & Exchange Association

## International Student Recommendation Form

### ENGLISH

The student named below has applied for admission to the AEEA program. We would appreciate your assistance in completing this checklist to help us assess the student's ability to meet the student's needs in the AEEA High school program. Thank you for your assistance.

Student's Name \_\_\_\_\_ Date \_\_\_\_\_

Current School \_\_\_\_\_ School Phone \_\_\_\_\_

Current English Teacher \_\_\_\_\_ Signed \_\_\_\_\_

Placement Recommendation:      Regular English      Honors English

Do you recommend an international student program for this student?    Yes    No

Please rate the student on each of the items below:

Outstanding    [Always, almost always] [Superior]

Good    [Quite often]

Average    [Generally] (fair)

Poor    [Rarely, seldom, never] (Below Average)

NA    [Not applicable] [Never Not observed]

Characteristics	Outstanding	Good	Average	Poor	N/A
Ability to work independently					
Ability to do independent study and research in areas of interest					
Academic performance in English					
Academic potential in English					
Completes assignments on time					
Study habits/skills in English					
Critical and abstract thinking					
Reading					
Speaking					
Writing/vocabulary & grammar					
Oral comprehension					
Test results in English					
Works effectively in English					
Overall evaluation in English					
Classroom conduct					

THIS Recommendation WILL REMAIN CONFIDENTIAL AND WILL NOT BECOME PART OF THE STUDENTS PERMANENT RECORD. PLEASE BE CANDID.

# Written Evaluation

I hereby authorize my child's school to prepare and submit the written recommendation required by the American Education & Exchange Association (AEEA) as part of their application process for attendance at an American high school. I understand that this written evaluation is confidential and may not be reviewed by the applicant or the applicant's parent/guardian. The evaluation will be used only in the admission process and will not become part of the student's permanent record.

Student's Name \_\_\_\_\_

Current School \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Additional Teacher Comments

---

---

---

---

---

---

---

---

---

---

I would like a telephone conference:  Yes  No Phone (       ) \_\_\_\_\_

**This recommendation will remain confidential and will not become part of the student's permanent record.**

Please return this recommendation form via fax or mail to:

Roger Shinkle or Melissa Saxman  
Office of Admissions  
American Education & Exchange Association  
300 Stadium Drive N.  
Monmouth, OR 97361 USA



# American Education & Exchange Association

## International Student Recommendation Form SCHOOL ADMINISTRATOR

The student named below has applied for admission to the AEEA program. We would appreciate your assistance in completing this checklist to help us assess the student's ability to meet the student's needs in the AEEA High school program. Thank you for your assistance.

Student's Name \_\_\_\_\_ Date \_\_\_\_\_  
Current School \_\_\_\_\_ School Phone \_\_\_\_\_  
Principal/Counselor \_\_\_\_\_ Signed \_\_\_\_\_

Do you recommend an international student program for this student? Yes No

Please rate the student on each of the items below:

Outstanding [Always, almost always] [Superior]  
Good [Quite often]  
Average [Generally] (fair)  
Poor [Rarely, seldom, never] (Below Average)  
NA [Not applicable] [Never Not observed]

Characteristics	Outstanding	Good	Average	Poor	N/A
Ability to work independently					
Academic performance					
Academic potential					
Conduct/citizenship					
Cooperation with adults					
Honesty					
Leadership					
Motivation					
Participation in activities					
Relations with schoolmates					
Study habits					
Overall evaluation of student					

Any outstanding talents? \_\_\_\_\_

Please list school activities this student has been involved in within the past two years? \_\_\_\_\_

THIS Recommendation WILL REMAIN CONFIDENTIAL AND  
WILL NOT BECOME PART OF THE STUDENTS PERMANENT RECORD. PLEASE BE CANDID.

# Written Evaluation

I hereby authorize my child's school to prepare and submit the written recommendation required by the American Education & Exchange Association (AEEA) as part of their application process for attendance at an American high school. I understand that this written evaluation is confidential and may not be reviewed by the applicant or the applicant's parent/guardian. The evaluation will be used only in the admission process and will not become part of the students permanent record.

Student's Name \_\_\_\_\_

Current School \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

## To be filled out by School Administrator

Any significant health problems?  yes  no

Any significant behavior or personalty program?  yes  no

Any significant attendance problems?  yes  no

If you answered yes to any of these questions, please explain in the space below.

Additional School Administrator Comments

---

---

---

---

---

---

---

---

---

---

This recommendation will remain confidential and will not become part of the student's permanent record.

Please return this recommendation form via fax or mail to:

Roger Shinkle or Melissa Saxman  
Office of Admissions  
American Education & Exchange Association  
300 Stadium Drive N.  
Monmouth, OR 97361 USA



# **American Education & Exchange Association**

## Medical Release Form

### Permission to provide medical treatment for

\_\_\_\_\_

Student's Name

In the event that there is an emergency situation, American Education & Exchange Association or its duly appointed representative, will attempt to contact the parents as soon as possible. However, in the event that the parents are unable to be contacted in a timely manner, this release will be recognized as permission to provide medical treatment for the above named student as deemed necessary by American Education & Exchange Association or the Host Family.

Please provide the following information

#### **Emergency Telephone Numbers:**

Parents: \_\_\_\_\_

Relative / friend / etc.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_



# American Education & Exchange Association

## AEEA Immunization Record

Oregon law requires proof of immunization be provided or a religious or medical exemption be signed prior to a child's attendance at school. This information is being collected on behalf of the American Education & Exchange Association to provide to the school for which you have applied. Vaccine history must include at least the month and year. Please list immunizations in the order they were received. You should be aware that the State of Oregon rules for immunizations **DOES NOT** recognize as valid immunizations give prior to the age of one for Diphtheria/Tetanus. Therefore, if your immunization date in the first category is prior to your first birthday, please get an additional dose prior to your arrival in the United States.

Child's Last Name	First	Middle Initial	Birthdate
Mailing Address	City	State	Zip Code
Parents' Names	Home Telephone Number		

Required Vaccines	Required Vaccines	Dose 1	Dose 2	Dose 3	Dose 4	Dose 5
	Diphtheria/Tetanus (DTaP, DT, Td, Tdap)	(mm/dd/yy)	(mm/dd/yy)	(mm/dd/yy)	(mm/dd/yy)	(mm/dd/yy)
	<input type="checkbox"/> Check here if child did <b>not</b> receive pertussis vaccine	/ /	/ /	/ /	/ /	/ /
	Polio (IPV or OPV)	/ /	/ /	/ /	/ /	/ /
	Varicella (Chickenpox) [VZV or VAR]	/ /	/ /	/ /	/ /	/ /
	<input type="checkbox"/> Check here if child <b>has had</b> chickenpox disease / / (mm/dd/yy)	/ /	/ /	/ /	/ /	/ /
	Measles/Mumps/Rubella (MMR)					
	<b>or</b>					
	Measles vaccine only	/ /	/ /	/ /	/ /	/ /
	Mumps vaccine only	/ /	/ /	/ /	/ /	/ /
Rubella vaccine only	/ /	/ /	/ /	/ /	/ /	
Hepatitis B (Hep B)	/ /	/ /	/ /	/ /	/ /	
Haemophilus Influenza Type B (Hib) Required only under age 5 years	/ /	/ /	/ /	/ /	/ /	

I certify that the above information is an accurate record of this child's immunization history.

Printed name of Physician: \_\_\_\_\_

Physician's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

In the event that Oregon health authorities determine that the above student requires further immunizations, I give permission for the above student to be appropriately immunized.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

