

BOARD AGENDA ITEM

October 25, 2022

SUBJECT:

Approval of Sponsoring Organization for Admission of Exchange and Foreign Exchange Students

BACKGROUND INFORMATION:

School Board Policy JFABB Admission of Exchange and Foreign Students provides guidelines for the approval of a sponsoring agency, which affirms the board's willingness to participate in the organization's program of student exchange.

ADMINISTRATIVE CONSIDERATION:

Administration has reviewed the Cultural Homestay International (CHI) documents submitted to petition the board's approval. The documents provided by CHI meet the requirements in Policy JFABB Admission of Exchange and Foreign Students.

RECOMMENDATION:

Approve Cultural Homestay International (CHI) as a recognized sponsoring organization under Policy JFABB Admission of Exchange and Foreign Students.

ATTACHMENTS:

Cultural Homestay International (CHI) Administrator Letter & Program Description
Cultural Homestay International (CHI) Full J-1 Inbound Certification

PREPARED BY:

Dr. Salvatore Minolfo

OPENING DOORS TO THE WORLD SINCE 1980!



• **CULTURAL HOMESTAY INTERNATIONAL** •

A Non-Profit Educational Exchange Program

255 WEST END AVENUE, SAN RAFAEL, CA 94901-2655, USA

Phone: (415) 459-5397 • (800) 432-4643

E-mail: chimain@chinet.org • www.chinet.org

Dear School Administrator,

Thank you for taking your time to read this letter.

Cultural Homestay International has been working with exchange students since 1980 as a designated sponsor of the Department of State exchange visitor programs. In our 40+ years of experience we offered the amazing experience of attending an American high school to several thousands of selected students from over 50 countries.

As required by DoS, our students and host families go through an extensive application process before they can be accepted in our program. CHI students fill out a multiple page application that includes but is not limited to grades, medical records, vaccines, mental health assessment, teacher recommendations, activities they participate in and a letter to their protentional host family. They are also required to complete a pre-departure orientation provided by their sending agency and they must pass an interview with an American consul to be granted a visa. While on the program, our students have their own medical insurance that covers accidents, new illnesses, and emergency illnesses. Students and their parents are solely responsible for any deductibles, and/or extra costs accrued from medical services not covered by the insurance.

CHI accepts host families who pass a multi-step vetting process that includes background checks, reference verification, inspection of the host family home to ensure the safety and cleanliness, and participation in the orientation given by our staff. CHI representatives also meet with each family member to confirm they all understand and accept the commitment that hosting a foreign exchange student entails.

During the school year, CHI staff monitors students' progress through regular contact with participants, host families, and school personnel to ensure students follow the program rules including academic and cultural expectations of the program. In case of any conflicts or insufficient progress, our experienced staff will offer support and tools to correct the situation. We expect our students to have a positive impact on the schools and communities they live in, be active participants, volunteer, and help spread the global understanding.

It is our sincere hope that you will consider accepting CHI students in your district.

Sincerely,

Mauna Davin

Regional Program Manager



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International Cultural Exchange Services

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Cambridge Network

CHRISTOPHER B. PAGE,
Executive Director

February 1, 2022

Cultural Homestay International (CHI)
255 West End Avenue
San Rafael, California 94901

Dear Linda Mori,

The Council on Standards for International Educational Travel (CSIET) has found Cultural Homestay International (CHI) to have fulfilled all the requirements for CSIET Certification and grants your organization a **Full J-1 Inbound Certification** for the *2022-2023 Advisory List of International Educational Travel and Exchange Programs*.

Recall that for the *2022-2023 Advisory List of International and Educational Travel & Exchange Programs*, there are three separate certification categories. The certification categories are as follows:

- Inbound J-1 Programs
- Inbound F-1 Programs
- Outbound Programs

*CSIET certification entitles an organization to publicize the fact that its program is conducted in accordance with the published standards. Further, certified organizations are entitled to use the CSIET certification mark during the period it is listed in the publication in accordance with CSIET policy (see attached "CSIET Trademark Policy" document).

CSIET certification entitles your organization to have your program description(s), contact information, and website URL on your program profile on the CSIET website, and in the CSIET Advisory List Online. **CSIET Staff will update all online program profiles by May 2, 2022.*

2021-22 Review Process

Programs were evaluated based on the following J-1 Requirements for CSIET Certification:

1. Programs must be paid CSIET Members;
2. Programs must complete the appropriate Application for Certification and pay the associated application fees;
3. Programs must be bona fide Department of State designees, but cannot be a school/school district so designated by the Department of State;
4. Programs must inform CSIET if they: a. cease operation; b. merge with or become acquired by another organization; c. have/received sanctions by the U.S. Department of State (including but not limited to letter of reprimand, probation, suspension, and/or forms reduction);
5. Programs that have received a greater sanction (suspension of program, loss of designation, a reduction of more than 15% of forms) by the Department of State in the year since the previous Certification will be subject to further review by the CSIET Accreditation Committee;

6. Programs that have outstanding/pending/unresolved complaints with CSIET will be subject to further review by the CSIET Accreditation Committee;
7. Programs must reaffirm their commitment to CSIET Standards every year and comply with CSIET Standards and Department of State regulations;
8. Programs that did not meet one or more of the requirements in the previous cycle must submit a management response addressing each deficiency and any corrective action taken to remedy that issue in order to receive a Full Certification in the *2022-2023 Advisory List*;
9. Programs that received a Conditional Certification in the previous cycle must meet all requirements in the current cycle to receive a Full Certification. If a program with a previous cycle Conditional Certification does not meet the requirements in the current cycle, it will be excluded from the *Advisory List*. Any program that has not submitted a management response that meets the review of the Accreditation Committee will be subject to further review and may be excluded from the *Advisory List*.

*Newly applied J-1 organizations will be issued a Provisional Certification if they meet all the above criteria. Provisionally certified organizations must earn the Provisional Certification for a period of two evaluation cycles in order to be eligible for a Full Certification. Provisionally certified organizations can reduce this period to one evaluation cycle by attending required training sessions at the CSIET Annual Conference. Contact the CSIET offices for more information.

Congratulations on your new certification! Thank you for your support of CSIET and its mission. Your cooperation in this voluntary process, your demonstrated compliance with the Standards, and your professionalism and goodwill throughout the process are very much appreciated.

Sincerely,



Christopher B. Page
Executive Director



**CERTIFICATE
of
ACCEPTANCE**

This is to certify that the Council on Standards for International Educational Travel has completed its review of applications for certification in the *2022-2023 Advisory List for International Educational Travel & Exchange Programs.*

**Cultural Homestay International (CHI)
is hereby granted a Full J-1 Inbound Certification in the
2022-2023 edition of the *Advisory List.***

**Christopher Page
Executive Director**