

## Directions for Registration Form for Foreign Exchange/International Student

1. Download OSSAA form from OSSAA website. ([www.ossaa.com](http://www.ossaa.com), click on **Eligibility**, click on **Foreign/International Student Registration**)
2. Fill out all four pages of forms. (common errors listed below)
  - **Page 1:** Date of Birth: Student may not be 19 before September 1 of current school year.
  - **Page 2:** School district of host family, if the host family does not reside in the school district of application a letter of explanation is required.
  - **Page 2:** An International student is a student not connected with a sponsoring agency.
  - **Page 2:** Date student completed home country's secondary education or its equivalent: If a student has graduated from the home country secondary school, the student **IS NOT** eligible under OSSAA rule. Appropriate response in this blank is **Not Graduated** if the student has not graduated in the home country.
  - **Page 4:** Signatures by student **and** school administrator are required.
3. Documents needed:
  - **Copy of passport or birth certificate.** Passport needs to be current and the copy needs to be clear enough to see the dates.
  - **Copy of health insurance card.**
  - **Copy of Visa.** The Visa is different document from the Passport. The Visa is also a picture document and the copy must be clear enough to see the dates. *The OSSAA program for Foreign Exchange Students requires a J-1 Visa. An F-1 Visa does not meet the requirement for a Foreign Exchange Student.*
  - **Transcripts.** A copy in English and in the native language.
  - **Copy of Student's ID card with Agency.**
  - **Sponsoring agency documents.** A copy of the packet the host family has from the agency.
4. Time frame: Upon receipt of the registration form and appropriate supporting documentation in the OSSAA office, an email of eligibility or denial of eligibility will be sent to the administrator of record on the registration form within 10-14 days.
5. Questions in regard to foreign exchange students should be directed to OSSAA staff member Wes Ruth at 405-840-1116 or email at [wruth@ossaa.com](mailto:wruth@ossaa.com).