Students mobility programme: guidelines

Temporarily visiting other schools in a different country gives students the chance to develop more intensively in many regards, e.g. to improve their language skills and to mature through experiencing a different educational and cultural environment.

European schools - both official and accredited - offer the possibility of hosting students from other schools. These opportunities are collectively known as "student mobility programmes".

Mobility programmes take place during the 1st semester of S5. As a school, we decided to propose a 4 months exchange as we think it is much more enriching than a stay of 5 or 6 weeks.

Exchange pupils pursue classes in their usual language section while staying with a host family speaking their second or third language.

Pupils who do not find their L1 section in the hosting school will be considered as Students Without A Language Section (SWALS). On the opposite, SWALS pupils in their sending school who find a section of their L1 in the hosting school will integrate their L1 section.

At the end of the first term of the year preceding the exchange, the class council provides advice – based a.o. on the school results and the behaviour of the pupil. The final decision concerning the request is taken by the Director. The agreement may possibly be withdrawn should the results or the attitude of the pupil deteriorate in the second term.

All exchanges are dependent on the approval of both Directors. An exchange can only be approved if (most of) the pupil's subjects can be followed in the host school. If a subject cannot be followed, the pupil and their parents must be aware that the pupil will need to catch up on their own during the second semester on what he missed in that subject.

In the host school, the pupil participating in the exchange receives an A-mark and sits the tests for the B-marks. A report signed by the Director of the host school is handed over at the end of the first term.

Miscellaneous

- If the European School Brussels II supports the request, it will ask the Director of the host school to consider it.

- Should a positive answer be granted by the host school, parents agree to accept the procedure and practicalities and to transfer the rights and duties from the school of origin to the host school.

- Neither the school of origin nor the host school may be charged with additional administrative or financial burdens (travelling expenses, school books, insurances etc.).

- A host family must imperatively be confirmed before the two schools involved approve the request. A host family can be found independently by the applying student´s family, or through the contact person from the APEEE of the hosting school. Parents are responsible for finding a suitable host family.

- Pupils are requested to get **all** school books used in the host school.

- If parents make a request for an exchange for one of their children, they will increase the chance to have it approved by accepting to host another student while their child is abroad.

Procedure

- Parents must print, sign, and scan the completed *Mobility Application Form* **OR** sign it electronically.

- Pupils are requested to write a letter explaining their motivation for applying to an exchange program and their expectations. They can include information about which subjects they enjoy the most at school, their hobbies and other sport or leisure activities they practice. They can also provide information about their personality and interests. **The letter (Word of PDF) should not be more than one page and must be written in Arial size 11 police.**

- Send the completed and signed *Mobility Application Form* **AND** motivation letter to the mobility programme coordinator, Mrs. Maria Zampetti (maria.zampetti@eursc.eu).

- Should a positive answer be granted by the host school, parents will need to ask the general practitioner to fill in *Annex 4: Health form* (three copies: one for the host family, one for the school medical service and one for the student), and *Annex 9: Crisis contact list*.