


A Partner In Education For Tomorrow's Leaders



A Message From Headquarters

 We at ISE are proud of our organization. We have designed a company that attempts to put the students, schools, and families above all else. Our goal of bringing people of the world closer together is what motivates both our national and regional offices on a daily basis.



Jordan Nagler, ISE Executive Director, Terry Dykstra, Jennison High School Guidance Counselor, Mary Miller, ISE Regional Manager and Wayne Brewer, ISE CEO join eight exchange students from eight different countries at Jennison High School in Grand Rapids, Michigan.

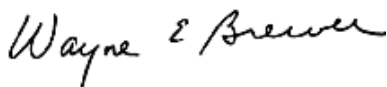
We are also very proud of our representatives in the field. They are deeply committed to bringing the message of our foreign exchange program to all of its participants, including our schools and families. We know that we can and do affect change within our ever-shrinking world. The love and care that our families and schools display toward our students are what make our organization successful.

We all know we are involved in a lofty and difficult mission. That is what makes us strive for perfection. The knowledge gained by a home-stay and school experience affects everyone. We thank you, our families, schools and international representatives for helping us make such a worthwhile endeavor possible.

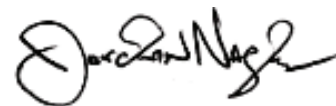
All of our programs are carefully designed. We are proud to say that our administration is educationally oriented as teachers and educational administrators make up our national headquarters team. We are fully aware that such important programs require careful planning and organization as well as care, love, and attention. We know that we can make a difference in this world when we work together for a common goal. To love what you are doing and to be involved in such a special program make all the effort well worth it!

Thank you for joining us at ISE and for helping us truly make a difference!!

Sincerely,



Wayne E. Brewer
Chief Executive Officer



Jordan S. Nagler
Executive Director

Table Of Contents

Message From Headquarters	2
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Table Of Contents	3
-------------------	---

Facts About ISE	4
-----------------	---

ISE Headquarters	5
------------------	---

The Role Of The International Representative	6
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The School	7
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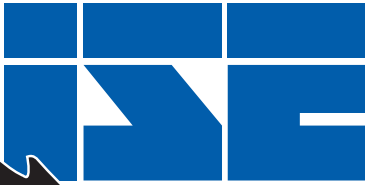
The Host Family	8
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ISE Regional Network	9
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Placement Confirmation And Visa Documentation	10
---	----

ISE Is There For You	11
----------------------	----

Important Facts About ISE



INTERNATIONAL
STUDENT EXCHANGE



- Founded in 1982

- Designated as a Department of State Exchange Visitor Program in 1984

- Granted listing by CSIET (Counsel on Standards for International Educational Travel) each year since its inception

- Issues Form DS-2019 to all qualifying participants

- Headquarters located on Long Island, New York: 60 minutes from Manhattan

- Eighteen fully staffed Regional Offices strategically located in the United States

- Headquarters administered by certified public school administrators and teachers with over 75 years of combined student exchange experience

- Counseling staff headed by certified senior school administrator

- Cooperates with over 100 independent foreign agencies in over 45 countries around the world

- Annual training sessions conducted for all representatives on an annual basis

- Fully paid travel seminars provided on an annual basis for qualifying representatives

ISE Headquarters



ISE Headquarters is a very busy office. It acts as the liaison between the student/International Representative, host families, schools, representatives and regional offices. One of the most important tasks it has is to screen and review each application received in its office. Trained and qualified personnel go over each page of the Academic Year application. Grades, English speaking proficiency, health records, reference letters as well as character, personality, and the ability to get along with other people are reviewed. In many cases, a student's acceptance is put on hold while the headquarters requests additional information from the International Representative. In some cases, the applicant is rejected. Once a student is accepted, his/her application is copied and sent to one of our regional offices for distribution to our field. Area choices are accepted at ISE and ISE guarantees such requests. The regional office then has its own system of distribution to its Area Representatives. The National Headquarters acts as the clearing house for counseling and communication with students as well. In most cases, the ISE network can easily deal with everyday problems. Even then, such information is passed on to the National Headquarters so that it can be transmitted to the International Representative. Whenever a situation is deemed to be a serious problem, our Student Services team in the National Headquarters goes to work. This department speaks with everyone involved including the student, Area Representative, school and host family in an effort to solve the existing problem. These trained team members always look to solve problems without assigning blame to any party. ISE knows that everyone must work together to be successful.



The ISE New York Office

The Role Of The International Representative

The starting point for the Academic Year Program is in the foreign country and with our International Representatives. Students choose the International Representative to work with in their country. Because of the outstanding reputation of ISE, many students actually search out the representative in their country who works with ISE. All such representatives are independent contractors.

The main job of the International Representative is to screen potential participants. Not only are school records and transcripts screened carefully, but the applicant must also provide references for character and personality checks. Health records are reviewed at length. Personal interviews with

the students are mandatory. In fact, each student must be interviewed for English proficiency as well. It is also the job of the International Representative to work with the student explaining the parts of the application as well as assisting in completing the rigorous 24 pages. All parts of the applications are carefully explained. Timelines and costs are also reviewed at this time. The student's reason for being part of the ISE Academic Year Program must be compatible with the goals and mission of the ISE program. ISE must maintain a close working relationship with its International Representatives in order to ensure that the program is well organized and efficient.

It is also the job of the International Representative to conduct at least two orientation sessions prior to the student's departure. These are often done in group sessions and are designed to help the students adjust to the American school and family life.



ISE CELEBRATION OF SUCCESS!! 2006 Incentive Trip!
Sao Paulo - Brazil.


The School

The school plays a most pivotal role in the Academic Year and Semester Program. Before a student can be placed in any public school, an appropriate school official must sign the School Acceptance Form. This official should be the 'school contact' person for the student's stay. In some cases, the Guidance Counselor is the contact person but an administrator has the authority to sign the School Acceptance Form. The school should see the entire application of the student. The Area Representative should speak with the contact person concerning the student's progress at least once a month, sometimes more often in the beginning of the stay. The Area Representative should also accompany the student to the local school for the initial registration. The school must be aware that ISE is there for assistance and help if there is ever a problem at school. ISE realizes how important the school is in this program. We always listen and try to help whenever asked. We never want the school to feel alone in this program since that would defeat the purpose of such an exciting experience. We also want the school to know that they can contact our Student Services Department in New York at any time during the student's stay. Our job is to make sure that everyone has a successful experience. Even though the vast majority of international students adjust and excel in their studies, ISE cannot guarantee that a student will graduate with a high school diploma. That is the decision of the local school. Also, courses completed in an American high school may or may not be transferable back to a student's native country.



A group of ISE students gathers to share the experiences they had on a school sponsored trip to New York City.

The Host Family

ur volunteer families are carefully selected and screened. Each potential host family must be personally visited and their references must be checked. We want to make sure that the family is hosting for the proper reasons. Each host family will be assigned an Area Representative with whom to communicate. That representative will be a local person the family can contact whenever they wish. The host family will be given the Area Representative's phone number, the Regional Office's phone number, and the 800 number in New York which is monitored at all times.

We ask the host family to make the student a member of the family rather than a guest. Whatever is expected of the family's children should be expected of the student. ISE looks for warm, loving and caring families. Families who are willing to share their life, love and time with the foreign student are ideal. Sharing a room with a host family child, age and gender appropriate, is acceptable.



Yang Zeng from China on arrival day with his host family, the Pearsons

We encourage the host family to become highly involved in the student's school life as well. A family member is encouraged to go to the school to assist in the registration process. Families are also encouraged to list host family rules far in advance so that the student knows exactly

what is expected prior to arrival. Families are sent periodic evaluations to complete so that we can be assured that everyone is enjoying and taking advantage of this great program. We want the family members to gain as much from this learning experience as the visiting student does.

ISE Regional Network

The key to the success of ISE is its regional network. Each region consists of the following:

- ***Regional Director / Manager***
- ***Regional Advisor***
- ***Area Representative***

Regional Director / Manager

Each region is supervised by an experienced and dedicated Regional Director. The Regional Director supervises the Regional Office, but in addition, this is the individual who recruits, hires, trains and supervises all field representatives throughout the regional network. ISE has strategically situated its offices in key locations throughout the United States. This ensures the Regional Director is available to not only assist in each and every situation, but it also ensures that the Regional Director will be familiar with the area's needs. Each Regional Director is highly experienced with an excellent background in the field of student exchange.

Regional Advisor

This position enables the Regional Director to rely on key individuals within each region. A Regional Advisor is a "mini" Regional Director within a specified area. The Regional Advisor recruits, hires, trains and supervises Area Representatives. Most of these people are experienced and have a love of students and exchange programs.



A group of ISE Regional Managers, Regional Advisors and office staff in New York for an annual training seminar.

Area Representative

The key to the exchange "experience" is the Area Representative. This individual is the person who recruits, screens and works with each host family. The Area Representative is the person who supervises and monitors the progress of the student during his/her stay. Also, the Area Representative acts as liaison between the local school and ISE. ISE Area Representatives are highly dedicated, loving and tireless individuals who not only love the exchange students, but also enjoy their work with the host families and the local schools.

Placement Confirmation And Visa Documentation

Once a family completes a host family application and the Regional Office sends a copy of the School Acceptance Form to New York, ISE sends information on the student placement to the International Representative. We urge both sides to begin communicating with each other either by letter or e-mail. We suggest that at least two or three letters are sent by each side prior to the arrival day. This communication familiarizes the student with the host family and vice versa. Prior to arrival, ISE sends the International Representative the student's form DS-2019. The student then takes this form to the United States Embassy in his/her native country and begins the process of securing a J-1 Exchange Visitor Visa. Each Embassy requires that certain procedures are followed in this process. ISE has been granted the right to issue these forms to all qualifying participants so that they can obtain the J-1 visa. Once this has been taken care of, everyone's attention turns to making sure that the necessary flight arrangements have been made for the exciting journey about to begin!!! When ISE receives the flight information from the International Representative, the host family is notified of the details. For most of the host families meeting the student at the arrival airport becomes one of the most cherished memories in the program.



A group of students gathered at the Capital Building in Chicago during one of the many tours arranged for local group events during the Academic Year Program.

ISE Is There For You



ISE has committed itself to the belief that we can and must provide qualitative programs to our students, families and schools. We are dedicated to providing training and knowledge so that everyone involved in the ISE program will be able to fully appreciate the value of an Academic Year Program. We are extremely proud of the love, dedication and care that all ISE representatives put into their programs. We know that a qualitative program for everyone involved can and will make a difference. ISE is fully aware that we are training the leaders for tomorrow's world.

The ISE program can make that difference by allowing students, families and schools to work together for a greater understanding among us all!!!

We can make a difference with your help!!!



**ISE exchange students gather with their host brothers and sisters
for a group photo in the nation's capital.**



Student Management Group is a leader in educational management, marketing and promotion. International Student Exchange has been selected by Student Management Group as a premier American company to offer education and training programs for foreign students. SMG offers diverse international education, travel, work and training programs to students of all levels worldwide.



"On the basis of materials submitted and reviewed, the Council on Standards for International Educational Travel grants listing to International Student Exchange in the 2007-2008 Advisory List. The CSIET mark certifies that this organization complies with the standards set fourth in the CSIET's standards for international educational travel programs."



International Student Exchange

119 Cooper Street
Babylon, NY 11702

Toll Free: 1-800-766-4656

Fone: 631-893-4540

Fax: 631-893-4550

www.iseusa.com