



# TACOMA BAPTIST SCHOOLS

A Campus of South Sound Christian Schools

## INTERNATIONAL STUDENT CODE OF CONDUCT AGREEMENT

**STUDENT NAME** \_\_\_\_\_ **DATE** \_\_\_\_\_

Welcome to Tacoma Baptist Schools! We trust that the time you spend with us will provide you with the opportunity for growth in character and growth in your relationships with others. We will strive to help you achieve academic success and to help you plan for your future.

Attendance at Tacoma Baptist Schools (TBS) is a privilege. Therefore, International Students are required to acknowledge and comply with a Code of Conduct in order to remain enrolled and complete their course of study. The following requirements are mandatory, and are in place for your safety and benefit, and to ensure the best experience for you at Tacoma Baptist Schools.

[Please have student initial each item, then student and parent(s) sign at the end of the agreement.]

\_\_\_\_\_ You are required to attend the New Student Orientation for International Students the first two years of your attendance at Tacoma Baptist School unless specifically excused by the admissions director.

\_\_\_\_\_ You must attend the first day of classes of each semester, and you are required to attend classes on a regular basis. You may not be eligible to take classes for the semester if you do not attend the first day of classes unless your late arrival has been pre-arranged with TBS Administration. This requirement is particularly important in AP classes. Be aware that teachers are not required to accept late assignments for students who are not present on the first day of school.

\_\_\_\_\_ A parent/guardian conference will be required if you are absent from classes 8 or more days in any one semester, regardless of whether your absences are excused or unexcused. If you arrive more than 10 minutes late to ANY class you will be marked absent for that class. It is your responsibility to clear any absence for late arrival by producing a written note from your parent/guardian or teacher with an explanation for your late arrival. If you miss 13 or more days in any one semester, the teacher may deny credit for the class.

\_\_\_\_\_ You are required to participate in at least one extracurricular activity each year. Examples of extracurricular activities include, but are not limited to: cheerleading, sports teams, drama, choir, or band.

\_\_\_\_\_ You are required to attend class retreats.

\_\_\_\_\_ You are not allowed to sign yourself out of school. In order to leave school early, a parent or guardian must sign you out at the office or give verifiable verbal permission by phone. This policy applies even if you are over 18 years old.

\_\_\_\_\_ You will be placed at an appropriate grade level; however, you may be slightly older than your classmates.

\_\_\_\_\_ Agents, host parents, parents/guardians, and you will have access to your grades and attendance record through a secure, online school management program called RenWeb. A user name and password will be provided.

\_\_\_\_\_ You are eligible to participate in JV and Varsity sports, and you are encouraged to join school sports teams as part of your cross-cultural experience. Note: this usually involves trying out for the team and does not guarantee your place on the team.

\_\_\_\_\_ You will make reasonable efforts to be involved in the TBS community by attending and participating in school, church, and TBS community events. You are encouraged to seek guidance from host parents and school personnel when choosing friends to fully integrate into their cross-cultural experience.

\_\_\_\_\_ Your housing arrangements are made by TBS, and we will work very hard to match you with an appropriate and loving host family. If it is determined that, without prior permission from the TBS International Director, you have moved out of the homestay arranged for you, or that you are staying someplace other than your assigned homestay on a regular basis, TBS reserves the right to revoke your I-20 document and your tuition money will not be refunded to you.

\_\_\_\_\_ Your host family assignment will be made for one academic year. Most International Students will live with a different host family each academic year. (By mutual agreement, families may host the same student for consecutive years.) Some host families may host more than one International Student during the academic year, usually from a different country, so English will be the common language spoken in the home.

\_\_\_\_\_ You WILL NOT be permitted to live in a homestay with another International Student of the opposite sex unless he/she is your biological sibling. While rarely granted, any exceptions to this policy MUST be approved by the International Student Director and the School Principal.

\_\_\_\_\_ You will become an integral part of the host family and, as such, you will be expected to assume duties and responsibilities considered customary for someone of your age in the host family household. You will help with these things along with the rest of the family. Such duties and responsibilities may include cooking, doing dishes, helping with laundry, and cleaning the home, or performing other light chores.

\_\_\_\_\_ You must obey your host family's rules and be willing to participate in family activities such as attending Christian church services together regularly.

\_\_\_\_\_ Resolution of any problems that may arise while you are staying with your host family must first be attempted through discussion with the host family, then with the assistance of the International Student Director, if necessary. You agree not to discuss problems of a personal nature within your host family with members of the community. If you are experiencing any kind of

relational stress or difficulty, abuse or harassment of any kind, you must immediately report any such experiences to the International Student Director.

\_\_\_\_\_ You must disclose to your host family any medications that you bring with you and are required to take on a regular basis.

\_\_\_\_\_ You must have a personal cell phone and must maintain a working U.S. phone number, unless this requirement is waived by the International Student Director.

\_\_\_\_\_ Internet access will be available to you at your host family's residence. Your host family may limit Internet and cell phone usage to certain hours of the day if they feel it is interfering with academic progress or with face-to-face social connections, and you must abide by such limitations.

\_\_\_\_\_ You may bring your own computer to your host family's residence, but they may require that your computer usage may be limited to a general living area of the home. Inappropriate use of the Internet, specifically including but not limited to viewing pornography or visiting questionable websites, is not permitted. Any such activity may result in immediate termination from the International Student Program.

\_\_\_\_\_ You will be required to leave ALL electronic devices with your host parents at bedtime for overnight charging. Such devices include but are not limited to computers, phones, iPads, tablets, iwatches, etc. You are required to make your host parents aware of all of your electronic devices.

\_\_\_\_\_ You may only have out of area guests visit you by agreement of your International Student Director and your host family. Please note that if you have family or friends visit from out of the area, it may be necessary for them to arrange to stay in a nearby hotel.

\_\_\_\_\_ You are forbidden from participating in any dangerous sports or activities, including but not limited to hang-gliding, bungee jumping, and sky diving.

\_\_\_\_\_ You are permitted to travel domestically with your host family or with a TBS-sponsored trip. Independent travel, other than pre-arranged trips directly to and from your home country, is prohibited.

\_\_\_\_\_ You must obey the laws of the United States of America, the State of Washington, and all other states where you may live or visit. If you plead guilty or are found by a court of competent jurisdiction to have committed any criminal act, you will be immediately terminated from the International Student Program and returned to your home country at your expense as soon as you are released by authorities.

\_\_\_\_\_ You are not allowed to possess or use illegal drugs, controlled substances, or non-prescribed medication of any kind.

\_\_\_\_\_ You are not allowed to smoke cigarettes, or any other tobacco, or any related substance.

\_\_\_\_\_ You are not allowed to possess or consume any alcoholic beverages. United States law strictly forbids the consumption of alcohol by anyone under age 21.

\_\_\_\_\_ You may not take any action that may change the nature of legal status. (e.g., become engaged or married.)

\_\_\_\_\_ You will abstain from all sexual activity. Furthermore, any serious romantic relationships are strongly discouraged.

\_\_\_\_\_ You are not allowed to get any tattoos, piercings, brandings, or any other type of permanent body procedures while participating in the International Student Program at TBS.

\_\_\_\_\_ You should have sufficient financial support to ensure your well being during the entire program. It is helpful if you have a bank account and acquire an ATM debit card to use for personal expenses (such as clothing, room decorations, and music lessons, etc.) We suggest \$200 per month.

\_\_\_\_\_ You are not permitted to borrow money from anyone.

\_\_\_\_\_ Room and board are included in your tuition costs. This includes lunch preparation by your host family for you to bring to school, or they may purchase a lunch ticket for you to buy lunch at school. If you buy lunch at school your host family may set a limit for how much is spent per day. You can only use a lunch ticket to purchase food for yourself. If you dine out with your host family at a restaurant, the host family will pay for your meal. If you go out to eat with your friends, that will be a personal expense.

\_\_\_\_\_ You will not be allowed to get a driver's license while you are a student at TBS. Furthermore, it is not permitted for an International Student at TBS to drive any automobile or motorized vehicle under any circumstance and regardless of his or her age. Thus, you are subject to the driving policy even if you are 18 years of age or older. Violation of this driving policy will not be tolerated and subjects the student to disciplinary action including dismissal from the International Student Program.

\_\_\_\_\_ Your parent/guardian gives TBS the right to use your photograph for reproduction in any medium for the purposes of publication, advertising, display, or editorial use. No personal information will be publicized.

\_\_\_\_\_ TBS reserves the right to terminate your participation in the International Student Program if your conduct is considered detrimental or incompatible with the values and interests of the school and its International Student Program. If your participation is terminated, all fees paid (less your remaining contingency fund, if applicable, and any remaining host family monthly stipend) will be non-refundable and your I-20 will be cancelled.

I have read, understand, and agree to abide by this contract while an international student at Tacoma Baptist Schools.

PARENT  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

STUDENT  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_