

Ministry of Education
Transfer Payments and
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Ontario

2004: SB7

MEMORANDUM TO: Directors of Education
Secretaries of School Authorities

FROM: Wayne Burtnyk
Director
Transfer Payments and Financial Reporting

DATE: April 23, 2004

SUBJECT: Educational Exchange Programs

The ministry has reviewed and updated the educational exchange program criteria for which tuition fees may be waived for foreign pupils under the Education Act, section 49(7)(a). This document replaces a previous memorandum 2003:SB3 on this topic, dated March 20, 2003.

Section 49(7)(a) exempts a foreign student from payment of “the maximum fee calculated in accordance with the regulations” if that person is “a participant in an educational exchange program under which a pupil of the board attends a school outside Canada without a fee.”

In order to qualify as an educational exchange program for purposes of clause 49(7)(a) of the Act, the following criteria must be met:

- There must be a written agreement
 - between the school board and/or schools of the outgoing Ontario pupils and the incoming foreign pupils, or
 - between the school board and an organization sponsoring educational exchange programs. Where the agreement is with an organization sponsoring educational exchange programs, the board will be required to have on file a report from the organization sponsoring the agreement that lists the participating foreign pupils and Ontario pupils by school and exchange dates.
- There must be pupil reciprocity (an actual exchange of pupils). However, this reciprocity does not necessarily need to occur during the same school year; and
- There must be a reasonable balance, over time, in the number of incoming foreign pupils and outgoing Ontario pupils.
- Tuition fees are waived for the incoming foreign pupils, and the outgoing Ontario pupils participating in the exchange program pay no tuition fees in the foreign jurisdiction.

Schools boards are required to retain copies of the pupil exchange agreements and any reports for ministry audit purposes.

Examples of eligible educational exchange programs include direct one-on-one exchanges between an Ontario school or school board and a foreign school or school board. These usually occur within the same school year and often have a duration of less than a full year. Organizations sponsoring such educational exchange programs include the International Student Exchange-Ontario and the Canadian Educational Exchange Foundation.

Exchanges that involve an indirect exchange of Ontario and foreign pupils, such as those sponsored by Rotary International, are also eligible. In these cases, pupils may come from multiple countries, not necessarily on a one-on-one basis, and not necessarily within the same school year.

If you have any questions or concerns regarding educational exchange programs, please contact Dave Christie at (416) 325-2048 (email dave.christie@edu.gov.on.ca).

A handwritten signature in black ink, appearing to read 'W. Burtnyk', with a stylized flourish at the end.

Wayne Burtnyk

cc: Superintendents of Business