

To: Ramapo College Faculty

From: Julian Gomez, Associate Director for Adult and Graduate Admissions

Date: January 25, 2011

Re: Ramapo College Au Pair Program

For the past several years Ramapo has hosted an Au Pair Program to assist au pairs in completing their academic requirement for their exchange visitor visa. By law, au pairs must complete a minimum of six semester hours during the year that they are in the United States as au pairs. They register as an AUDIT and the au pair registration takes place after the drop/add registration period, so they will miss the first one or two days of class. Auditing students are not required to take tests or write academic papers. The student must speak with you at the beginning of the class to determine expectations. If the student fails to attend class, the instructor may give an administrative withdrawal.

Please check that this student shows on your class roster.

If you have any questions concerning the Au Pair Program, please feel free to contact Sanna Lemmetti at extension 7301 or by e-mail at slemmett@ramapo.edu.

Thank you.