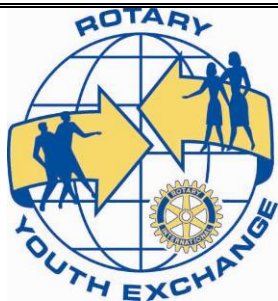


*Application for Short Term Program*

*Rotary Youth Exchange*

**District**



## Completing the Application

for  
Short Term Youth Exchange  
in  
Rotary District \_\_\_\_\_

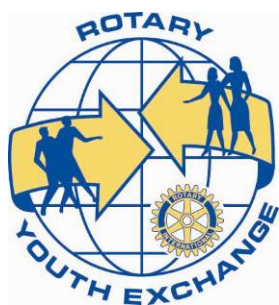
### General Requirements:

- ✚ Your application *must* be neat and legible.
- ✚ Number of copies required: \_\_\_\_\_
- ✚ Signatures on all copies must be original and in blue ink.
- ✚ The application form is interactive and should be completed on a computer.

### Recommended steps for completing your application: (Check off each step as completed.)

- Obtain an electronic copy of the application form and review the various parts.
- Complete the application on a computer. Notice that you may complete parts of it, save your work on your computer and then go back later to work on it again.
- When the application is complete, print one copy on good quality paper.
- Attach good quality color photos on the first page and on the photo page. (Use glue or double stick (two-sided) tape to attach photos. Do not use staples.) Another option is to paste the photos electronically.
- Obtain \_\_\_\_\_ good quality color photo copies of this original completed application. (If you placed your photos on the application electronically, you may simply print the required number of copies in color.)
- Obtain original signatures on all required copies in blue ink. Take a blue ink pen with you to obtain signatures. Not everyone always has a blue ink pen.
- Make a copy of the completed application (with signatures) for your records.
- Submit the required number of completed and signed copies of the application to the following program representative. Please address any questions to this person as well.

Name of Program Representative	E-mail	Preferred Phone	
Street or P.O. Box	City	State	Zip Code



# Application for Short-Term Youth Exchange

## Rotary International District \_\_\_\_\_

**STOP! Have you read the directions?**

(Revised February 6, 2012)

**Smile!**

Attach photo of yourself here  
recent  
good-quality  
**color**  
passport size

*Head and shoulders only*

Use glue or double-sided tape

**Do not staple!**

## Section A: General Information

### 1. Applicant

Full Legal Name as on passport or birth certificate e.g. John David SMITH		Name You Wish to be Called		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	
Date of Birth (e.g., 23/Sept/1992)	Citizen of (Country)	Place of Birth (City, State or Province, Country)			
Street Address	City	State/Province	Postal Code	Country	
Home Phone	Mobile Phone	E-mail Address			

### 2. Parents (or Legal Guardian)

Full Name of Father/Legal Guardian		Rotarian? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, name of Rotary Club	
Street Address	City	State/Province	Postal Code	Country	
E-mail Address	Home Phone		Mobile Phone		
Occupation	Business Phone		Fax		
Full Name of Mother/Legal Guardian		Rotarian? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, name of Rotary Club	
Street Address	City	State/Province	Postal Code	Country	
E-mail Address	Home Phone		Mobile Phone		
Occupation	Business Phone		Fax		

### 3. Sending District and Club Contacts

District Number	Name of District Youth Exchange Chair	Phone	E-mail Address
Club Name	Name of Club Youth Exchange Chair	Phone	E-mail Address

## Section B: Family

### Siblings (Add pages if necessary)

Name	Gender	Age	Occupation or School Grade/Level	Living at Home?
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No

## Section C: Applicant Information

### 1. Languages

Your Native Language	<b>Fluency in a second language is not required for this program. However, if you speak other languages, please list each and rate proficiency as indicated.</b>
----------------------	--

**Rating Scale for Proficiency in a Non-Native Language: 1 = Fluent, 2 = Good, 3 = Fair, 4 = Poor**

Non-native Languages (Not Required)	No. Years Studied	Speaking	Reading	Writing
		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4
		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4
		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4

### 2. Personal Information

Do you have any religious restrictions? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain.
Do you have any Dietary Restrictions (e.g., vegetarian, vegan, food allergies)? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain. (Add pages if necessary)
Do you smoke or use tobacco products? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain.
Do you drink alcoholic beverages? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain.
Have you ever used illegal drugs? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain.

**Answering yes to these questions above will not automatically eliminate you as a candidate; however, it may require special consideration in assigning a host family and/or host country.**

### 3. Please answer the following questions.

**Note:** Your computer should automatically adjust to accommodate your answer in the space provided. However, if you need more space than has been provided, please add additional sheets for your longer answers. If you do this, please number each answer with the same number as the question.

**1. What is your favorite school subject? Why?**

**2. What are your interests and activities? (For example, tennis, soccer, reading, movies, music, computers, etc.) Describe each and tell how much time that you spend on each?**

**3. What are your future plans/ambitions?**

**4. Why do you wish to participate in this program? What do you expect to gain from it?**

**5. Describe your home and community.**

**6. If you or your family has pets (cats, dogs, birds, etc.), list the types, number of each type and indicate whether they live inside the home.**

**7. Describe your family activities (camping, shopping, sports, traveling, etc.)**

**8. Identify four major issues confronting young people today. Select one of personal concern and tell why.**

**9. In this program you and your family are expected to host the student with whom you will be exchanging. Discuss this with your parents before answering these questions about accommodations. Please check the box that describes accommodations for your student. (Recall that in all cases, a separate bed is required for your student.)**

- Our student would have his/her own bedroom**
- Our student would be expected to share my bedroom, but have a separate bed**

**Please describe any special conditions or circumstances related to hosting a student.**

**Section D: Photo Page**

**My Home**

**My Family**

**Something Important to Me**

**My Special Interest**

## Section E: Rules and Conditions of Exchange

### 1. Permissions and Declarations

**As a Youth Exchange Program participant sponsored by this Rotary district, you must agree to the following rules and conditions of exchange. Violation of any of these may result in dismissal from the program and immediate return home, at your expense. Exchange partner districts may have additional rules and conditions.**

### 2. Rules and Conditions of Exchange

1. You must obey the laws of the host country. If found guilty of violating any law, you can expect no assistance from your sponsors or native country. You must return home at your own expense as soon as released by authorities.

2. You will be under the host district's authority while you are an exchange program participant and must abide by the rules and conditions of exchange provided by the host district. Parents or legal guardians must not authorize any extra activities directly to you. Any relatives you may have in the host country will have no authority over you while you are in the program.

3. You are not allowed to possess or use illegal drugs. Medicine prescribed to you by a physician is allowed. Also, smoking is prohibited.

4. The illegal drinking of alcoholic beverages is expressly forbidden. Students who are of legal age should refrain. If your host family offers you an alcoholic drink, it is permissible to accept it under their supervision in the home.

5. You may not operate a motorized vehicle, including but not limited to cars, trucks, motorcycles, aircraft, all-terrain vehicles, snowmobiles, boats, and other watercraft, or participate in driver education programs.

6. You must have travel insurance that provides coverage for accidental injury and illness, third party liability, death benefits (including repatriation of remains), disability and dismemberment benefits, emergency medical evacuation, emergency visitation expenses, 24-hour emergency assistance services, and legal services, in amounts satisfactory to the host Rotary club or district, with coverage from the time of your departure from your home country until your return.

7. You must purchase return travel ticket before departure from the home country.

8. You must attend all orientations and trainings offered by the sending and host districts and clubs.

9. You must have sufficient financial support to assure your well-being during your exchange. Your host district may require a contingency fund for emergency situations. Unused funds will be returned to you or to your parents or legal guardians at the end of your exchange.

10. You must follow the travel rules of your host district. Travel is permitted with host parents or for Rotary club or district functions authorized by the host Rotary club or district with proper adult chaperones. The host district and club, host family and if you are under 18, your parents or legal guardians must approve any other travel in writing, thus exempting Rotary of responsibility and liability.

11. You must return home directly by a route mutually agreeable to your host district and, if under age 18, your parents or legal guardians.

12. Any costs related to an early return home or any other unusual costs (language tutoring, tours, etc.) are the responsibility of you and your parents or legal guardians.

13. You should communicate with your host family prior to leaving your home country. The family's information must be provided to you by your host club or district prior to your departure.

14. Visits by your parents or legal guardians, siblings, or friends while you are on exchange are strongly discouraged. Such visits may only take place with the consent of the host club and district and within their guidelines.

15. Talk with your host counselor or other trusted adult if you encounter any form of abuse or harassment.

### 3. Ways to Insure a Successful Exchange

1. Respect your host family and adapt to their lifestyle. . Become an integral part of the family, assuming duties and responsibilities normal for a person of your age or for children in the family.

2. Make an effort to learn the basics of the language of your host country.

3. Attend Rotary-sponsored events and host family events, and show an interest in these activities. Volunteer to be involved - do not wait to be asked.

4. Avoid serious romantic involvement. Abstain from sexual activity.

5. Do not borrow money. Pay any bills promptly. Ask permission to use the phone or computer, keep track of all calls and time on the Internet, and reimburse any costs that you incur.

6. Limit your use of the internet and mobile phones. Excessive or inappropriate use is not acceptable.

7. If you are offered an opportunity to go on a trip or attend an event, before you accept, make sure you understand your responsibilities and are aware of any costs that you must pay.



## Section F: Statement of Conduct for Working with Youth

Rotary International strives to create and maintain a safe environment for all youth who participate in Rotary activities. Rotarians, spouses, partners, and other volunteers must safeguard the children and young people they come into contact with and protect them from physical, sexual and emotional abuse.

*(Adopted by the Rotary International Board of Directors, November 2006)*

## Section G: Declarations

### 1. Health Declaration

Do you have any mental, physical, medical or dental health problems?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you been treated for a mental or physical health condition during the past two years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you taken any prescribed medications during the past six months?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have any health conditions that require regular treatment? (Disabilities, allergies, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have any medical or dental condition requiring treatment while on your exchange?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you have answered 'YES' to any of the above, attach separate page(s) explaining the nature of each problem. In particular, include the name of any prescribed medication and state its purpose. Also, explain how you expect to handle your health problem(s) while you are on your exchange.

### 2. Permission for Medical Care and Release from Liability:

We, the parents/legal guardians of the applicant, and I, the applicant, if of legal age, who have the sole and legal right to make the decisions on the health and care of the applicant, do release from liability and grant permission as noted of the following while our son/daughter/ward is participating as a Rotary Youth Exchange student:

In the event of accident or illness, we/I authorize any Rotarian, authorized chaperones of Rotary activities, and/or host parent(s) of the student to select appropriate physician(s), dentist(s) and/or medical facilities to provide treatment.

We/I consent to any medical treatment deem necessary or advisable by an appropriate licensed physician or dentist, including the administration of prescription drugs.

Further, for conditions considered by an appropriate licensed physician or surgeon to require emergency treatment, we/I give permission for the administration of an anesthetic, for an appropriate surgical procedure and for blood transfusion. We, the parents/legal guardians, do request that we be notified as soon as possible, but emergency treatment need not be delayed to provide such notice.

In the case of elective surgery, we, the parents/legal guardians, request that we be notified and our permission obtained before such arrangements are made.

We/I agree to hold harmless Rotary International, any Rotary District or Club, Rotarian, Rotary chaperone, or host family for any intervention in an emergency situation regardless of final outcome.

We agree to assume all financial obligations beyond those covered by insurance for any medical treatment rendered.

### 3. Declaration

In consideration of the acceptance and participation of the applicant in this program, the undersigned applicant and his/her parents or legal guardians, to the full extent permitted by law, hereby release and agree to defend, hold harmless, and indemnify all host parents and members of their families, and all members, officers, directors, committee members, and employees of the host and sponsor Rotary clubs and districts, and of Rotary International, from any or all liability for any loss, property damage, personal injury, or death, including any such liability that may arise out of any negligent act or omission, excepting gross negligence or intentional conduct, of any such persons or entities, which may be suffered or claimed by such applicant, parent, or guardian during, or as a result of, the participation by the applicant in such Youth Exchange program, including travel to and from the host country.

As the undersigned applicant and undersigned parents or legal guardians of the applicant, we hereby state that we have read and understood the Program Rules and Conditions of Exchange and agree to abide by them and others imposed with due notice during the exchange.

We attest that we have read and understood the Statement of Conduct for Working with Youth and we understand that all Rotarians and host families are expected to have read and understood this statement. We also understand that the student participant will be provided with training and written material on whom to contact and procedures that must be followed should abuse or harassment be encountered.

The undersigned applicant attests that he/she is in good health and character, that he/she understands the importance of a Rotary Youth Exchange Student's role as a youth ambassador, and that, should he/she be chosen to represent his/her sponsor Rotary club and district, school, community, state/province, and country will, to the best of his/her ability, maintain the high standards required.

We attest that all the detail entered in this application and the attached documents are true and accurate to the best of our knowledge.

Signature of Applicant

Signature of Father/Guardian

Signature of Mother/Guardian

Signature of Witness (Sending Rotary representative)

Date (For example 01/Jan/2006)

## Section H: Emergency Contact Information

### 1. Parent/legal guardian to contact first in event of an emergency

Father  Mother  Either    Are parents divorced or separated?  Yes  No

*If applicant is under 18, authorizations must be obtained from all parents/legal guardians and others who have legal rights to decisions affecting the student's participation. Explanation (on separate page) is required if signatures of two parents or legal guardians are not provided.*

### 2. Alternate Emergency Contact (In home country, but not a parent or guardian)

Name

Relation (Uncle, etc.)

Phone

Mobile Phone

E-mail

## Section I: Guarantee Form – Short-Term Exchange Program

### Sponsor (Sending) Club and District Guarantee

#### 1. Applicant Identification

Name as on passport or birth certificate (e.g. John Edward SMITH)		Name You Wish to be Called	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	
Date of Birth (e.g., 23/Sept/1992)	Citizen of (Country)	Place of Birth (City, State or Province, Country)		
Street Address	City	State/Province	Postal Code	Country
Home Phone	Mobile Phone	E-mail Address		

#### 2. Applicant and Parent/Legal Guardian Guarantee

**A. Applicant Guarantee** I, the applicant named above, agree to do the following: (1) Purchase round-trip air travel before I depart my home country; (2) abide by the rules and decisions of the program, accepting advice and supervision of my hosts; (3) attend all orientations and trainings offered by my sponsor and host districts and clubs; and (4) not request permission to stay in my host country, and (5) return home after completion of my exchange

**B. Parent/Legal Guardian Guarantee** We, the parents/legal guardians of the above applicant, agree to do the following: (1) Pay all costs of transportation, passport, and visa; (2) pay costs for health and accident or travel insurance, as per program rules; (3) pay for clothing for the applicant's welfare and any uniforms required; (4) pay additional costs as circumstances arise, e.g., provide an emergency fund, if required by host district, under control of the host Rotary club/district to be returned at completion of the exchange if not used; (5) attend orientation meetings; (6) abide by program rules and follow host district policy on visiting the applicant while he/she is abroad.

The Undersigned **APPLICANT** and **PARENTS/GUARDIANS** hereby agree to the Applicant's and Parents'/Guardians' Guarantee (A and B) and that the applicant is permitted to travel to the host district, live with approved families for a period of \_\_\_\_ months or less.

Student Signature	Father/Guardian Signature	Mother/Guardian Signature
Witness Name (Program Representative)	Witness Signature	Date

#### 3. Sending Club and District Endorsement

**The Rotary Club and Rotary District specified within this section, having interviewed the applicant and his/her parents/legal guardians and having reviewed the application, hereby endorse the student as qualified for Rotary Youth Exchange and recommend to hosting clubs and districts the acceptance of this student. The District agrees to provide adequate orientation to the student and parents before the student's departure.**

Sending District Number	Sending Club	Sending Club ID Number
Name of District Youth Exchange Chair	Name of Club President	Name of Club Secretary or Club YEO
Signature of District Youth Exchange Chair	Signature of Club President	Signature of Club Secretary or Club YEO
Date (e.g., 23/April/2008)	Date (e.g., 23/April/2008)	Date (e.g., 23/April/2008)

## Section J: Guarantee Form – Short-Term Exchange Program

### Host (Receiving) Club and District Guarantee

#### 1. Applicant Identification

Full Legal Name as on passport or birth certificate		Name You Wish to be Called		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	
Date of Birth (e.g., 23/Sept/1992)	Citizen of (Country)	Place of Birth (City, State or Province, Country)			
Street Address	City	State/Province	Postal Code	Country	
Home Phone	Mobile Phone	E-mail Address			

#### 2. Host (Receiving) Club and District Guarantee

**The host Rotary club and district agree to provide a safe environment in the home of a selected and oriented matched student and family for the student named above. They also agree to provide a trained Rotary Counselor who will adequately monitor and supervise this exchange while the above named student is in the host country.**

Host (Receiving) District Number	Host (Receiving) Club Name	Host (Receiving) Club ID Number
Name of District Youth Exchange Chair	Name of Club President	Name of Club Secretary or YEO
E-mail of District Youth Exchange Chair	E-mail of Club President	E-mail of Club Secretary or YEO
Signature of District Youth Exchange Chair	Signature of Club President	Signature of Club Secretary or YEO
Date (Example, 23/April/2008)	Date (Example, 23/April/2008)	Date (Example, 23/April/2008)
Home Phone Number	Home Phone Number	Home Phone Number

#### 3. Host (Receiving) Club Counselor

Name		E-mail Address			
Street Address	City or Town	State or Province	Postal Code	Country	
Home Phone Number	Business Phone Number	Mobile Phone Number	Fax Number		

#### 4. Host Family for This Applicant

Host Father's Name	Host Father's E-mail Address	Business Phone Number	Mobile Phone Number		
Host Mother's Name	Host Mother's E-mail Address	Business Phone Number	Mobile Phone Number		
Street Address	City or Town	State or Province	Postal Code	Country	
Home Phone Number	Names and ages of other persons 18 or more years old living in host home:				