

## For Club Leaders: 2017-19 schedule for the D5400 Youth Exchange Long-term program

*Revised 26-May-2017*

This document is intended to provide you, club leaders, a brief overview of the commitment you make when you engage in Rotary Youth Exchange (RYE), and the important schedule milestones that are coming up for you as you consider taking on this important and impactful initiative.

This exchange program is a true one-to-one exchange. Rotary sends out an American student for every foreign student taken in exchange. Although the students are only in country for one year, our planning process is a 24-month cycle, and two cycles overlap one another. To make it all come together, we need your help—in the form of advanced decisions on recruiting and hosting, and on staying on top of the paperwork requirements associated with RYE.

### What is the commitment for a club?

- **Time:** You need a Youth Exchange Officer, and preferably a separate person to serve as Counselor. Combined, these jobs average 2-6 hours per month. This varies month to month, depending on student activities and paperwork related to the program compliance.
- **Money:** Your club is required to provide between \$100-\$150 per month allowance to the Inbound student, plus initial school registration fees. Budget \$1200-1700 per year and you should be covered.

### Major schedule events for club leaders | 2017-19

#### **Apr-15 to June 1, 2017**

Promote Rotary Youth Exchange in your local high schools to recruit candidates.

#### **Jun 1 to Aug-31, 2017**

Work with your club to officially approve hosting an Inbound student during the 2018-19 school year. **IMPORTANT:** We need this early commitment so that we know how many Outbound students we can recruit and send.

#### **August 25-27, 2017**

Mandatory orientation for Inbounds. Club YE leaders may be invited to join as well.

#### **Aug-15-Sep-15, 2017**

Promote Rotary Youth Exchange to your local high schools. Receive preliminary applications from Outbound candidates.

#### **Sep-1 to Oct-5, 2017**

Clubs hold preliminary interviews and nominate Outbound candidates to the District Committee

#### **Sep-1 to Oct-5, 2017**

When your club nominates candidates to move forward, notify Outbound Coordinator Mike Markley [208-861-8879 / mike@markley.com] to coordinate the next steps in the process.

#### **Oct 30, 2017**

Long-term exchange Application Form is due to the D5400 Outbound Coordinators.

#### **Nov 4, 2017**

District Interview and Selection event in Buhl. Parents of candidates must attend.

#### **Nov 4-25, 2017**

Outbound candidates are notified of their status in the program.

**Nov 25 to Dec 31, 2017**

Outbound Coordinators work through the placement process with our international exchange partners. Students are notified of their student placement as soon as positions are solidified.

**Jan 1, 2018**

Outbounds begin studying their new language.

**Jan 1-7, 2018**

Club YEOs work with local high school(s) to secure a spot for Inbound the next school year.

**Jan 25-29, 2018**

Outbound students attend mandatory training in McCall.

**Feb-1 to Mar-15, 2018**

Inbound (i.e., foreign students coming to Idaho) paperwork arrives; Inbound students are assigned to clubs by the District Inbound Coordinator.

**Mar-15 to May 1, 2018**

Clubs must complete the guarantee form for inbound students: find qualified first host family, signatures from club leaders, stamp of approval from school.

**May 11-12, 2018 (tentative)**

Rotary District Conference – mandatory training for Outbound students and parents. Mandatory for Inbound students as well.

**Jun 1 to Aug-31, 2018**

Work with your club to approve hosting an Inbound student during the 2018-19 school year.

**August 3-5, 2018 (tentative)**

Rebound Retreat – debriefing for students returning to Idaho after their exchange.

**August 10-31, 2018 (tentative)**

Outbound students depart; Inbound students arrive.

**August 24-26, 2018 (tentative)**

Mandatory orientation for Inbounds.

**Aug 10, 2017 to July 1, 2019**

Students enjoy their year on exchange. Rotarians reload for another cycle.

**Aug 2-4, 2019 (tentative)**

Rebound Retreat – debriefing for students returning to Idaho after their exchange.

NOTE: For details on the program from a student’s perspective, see the document titled *Introduction to Rotary D5400 Youth Exchange*.

**Questions?**

Contact a Rotary Youth Exchange committee member for additional assistance:

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