



## \*Host Family Application

**(Note: Adult Members must also complete Background Form V-1)**

Rotary Youth Exchange, District \_\_\_\_\_



(\*Revised February 13, 2014 – See SCRYE website to verify latest revision)

**Thank you for your interest in this program. The form that follows this introduction is interactive. Please save it on a computer, complete it there, print it and then sign it.**

## The Role of a Host Family

### United States Exchange Visitor Program

The Exchange Visitor Program promotes mutual understanding between the people of the United States (U.S.) and the people of other countries by educational and cultural exchanges, under the provisions of U.S. law. Exchange Programs provide an extremely valuable opportunity to experience the U.S. and our way of life, thereby developing lasting and meaningful relationships.

In carrying out the responsibilities of the Exchange Visitor Program, the Department of State (DOS) designates public and private entities to act as exchange sponsors. Designated sponsoring organizations facilitate the entry of foreign nationals into the U.S. as exchange visitors. The first step for a prospective nonimmigrant exchange visitor is to be accepted in an established exchange visitor program that is [Student and Exchange Visitor Program \(SEVP\) certified](#). At the conclusion of their program, Exchange Visitor program participants are expected to return to their home countries to utilize the experience and skills they have acquired while in the U.S. Questions regarding the Rotary youth exchange program should be directed to local Rotary representatives or [scrveinfo@gmail.com](mailto:scrveinfo@gmail.com).

### A Summary of Host Family Responsibilities in RYE Programs

The host family is a critical element in any cultural exchange program for youth, providing a first-hand opportunity to experience a new culture and to help others to better understand the culture that they represent. The Rotary program is distinct from other exchange programs because it is operated completely by volunteers around the world. Each student participant and each host family is carefully selected and actively supported by Rotary volunteers within their own community. Host families are in close contact with volunteers from a local Rotary club and Rotary district who will guide and assist them throughout their experience.

Hosting a student can be an extremely rewarding experience for everyone in a family, but of course, there are responsibilities. Most are natural since they are what a family would expect to do for one of its own children. Following is a list of responsibilities a family would want to consider in accepting the role of a host family. For more details regarding the rewards and responsibilities of being a host family in this program, as well as general information about the program, please go to: [http://www.rotary.org/RIdocuments/en\\_pdf/749en.pdf](http://www.rotary.org/RIdocuments/en_pdf/749en.pdf)

#### Before the student arrives:

- Participate in training and orientation sessions provided by program officers.
- Establish communication with the student.
- Understand the program rules that the student must follow.
- Know how to contact key Rotary Youth Exchange leaders and community services in case of an emergency.

#### During the exchange:

- Provide a safe, welcoming environment to encourage the development of trust and friendship between the student and host family.
- Help the student feel like a part of the family, with the same privileges and obligations.
- Gently help the student adjust to the ways of the family household and the new culture.
- Provide room and board for the student. All students must have their own bed. If they must share a bedroom, then it must be with a child of the same gender.
- Provide a place in the home where the student may study undisturbed.
- Recognize the student's birthday and other special occasions.
- Ensure the student knows how to contact family members, friends, and other support networks.
- In case of an emergency, know how to access and use the student's insurance policy.
- Voice any concerns and questions regarding the student to his/her Rotary counselor, including serious homesickness, difficulty adapting to family life or school, or illness.
- Maintain close contact with the host club, and address problems and concerns quickly.
- Exercise supervisory and parental responsibility to ensure the student's well being.
- Encourage involvement in community life by introducing the student to neighbors, friends, and local groups.
- Help the student understand the local culture, and take an interest in the culture of the student's home country.
- Advise the student about matters related to school, family, friends and community.

|   |      |          |             |      |
|---|------|----------|-------------|------|
| Host Family Name (e.g. John and Mary SMITH) | Club | District | Page 2 of 5 | HF-1 |
|---|------|----------|-------------|------|

**Remember to save this form on a computer, complete it there – and then print it and sign it. Thank you!**

## Host Family Profile

### Host Family Name and Address

|  |      |            |             |  |
|--|------|------------|-------------|--|
| Host Family Name (Example – John and Mary SMITH) |      | Home Phone | Home E-mail |  |
| Street   | City | State      | Zip         |  |

### Prior Residence (Only if less than five years at current address)

|        |      |       |     |                       |
|--------|------|-------|-----|-----------------------|
| Street | City | State | Zip | Years at this address |
|--------|------|-------|-----|-----------------------|

### Household Occupants (other than host parents) – Please list all – Add separate sheet if necessary

| Name (First, middle, last) | Relationship | Birth Date (e.g. 25/Jan/1981) | Gender<br><input type="checkbox"/> M <input type="checkbox"/> F | <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time |
|----------------------------|--------------|-------------------------------|---|---|
| Name (First, middle, last) | Relationship | Birth Date (e.g. 25/Jan/1981) | Gender<br><input type="checkbox"/> M <input type="checkbox"/> F | <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time |
| Name (First, middle, last) | Relationship | Birth Date (e.g. 25/Jan/1981) | Gender<br><input type="checkbox"/> M <input type="checkbox"/> F | <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time |
| Name (First, middle, last) | Relationship | Birth Date (e.g. 25/Jan/1981) | Gender<br><input type="checkbox"/> M <input type="checkbox"/> F | <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time |

### Relevant Experience for Hosting

Have you been a Host Family before?  Yes  No If yes, when and where?

What language(s) is spoken in the home?

If any family member speaks another language, please name the person and the language (e.g. John – Spanish, Sue – German)

If any family member has lived in another country, please name the person and the country(s), and indicate how long

Describe usual family activities (For example: Camping, traveling, shopping, sporting events, art, music, etc.)

Describe the special interest or hobby of greatest interest for each member of the family. (For example: Father – Golf, Mother – Bridge, John – Baseball, Mary – high school band, etc.)

|   |                                   |                                  |  |  |   |
|---|-----------------------------------|----------------------------------|--|--|---|
| Host Family Name (e.g. John and Mary SMITH)   |                                   | Club                             | District   | Page 3 of 5                                      | HF-1  |
| <b>Community and School Profile</b>   |                                   |                                  |  |  |   |
| <b>Community</b>  |                                   |                                  |  |  |   |
| Type  |                                   |                                  | Population   | City or Town Website                             |   |
| <input type="checkbox"/> Urban  | <input type="checkbox"/> Suburban | <input type="checkbox"/> Farm    |  |  |   |
| Nearest Major City  | Population                        | Distance to it                   | Nearest Major Airport  | Distance to it                                   |   |
| List "points of interest" near your area (parks, museums, historical sites, etc.)   |                                   |                                  |  |  |   |
| Areas that should be avoided in or near your neighborhood, if any:  |                                   |                                  |  |  |   |
| Brief Description of your neighborhood or community:  |                                   |                                  |  |  |   |
| <b>School</b>   |                                   |                                  |  |  |   |
| Name of School  | Street Address                    | City                             | Zip Code   |  |   |
| School Website  | Start Date for Fall Classes       | Enrollment                       | <input type="checkbox"/> Public? <input type="checkbox"/> Private? |  |   |
| Has any member of the host family had contact with a coach regarding the hosting of an exchange student having a particular athletic ability?<br><input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please describe the contact and name the sport. |                                   |                                  |  |  |   |
| Would the host family provide transportation for extracurricular activities after school or evenings? <input type="checkbox"/> Yes <input type="checkbox"/> No Explain  |                                   |                                  |  |  |   |
| List names of host siblings who are enrolled in same school as the exchange student   |                                   |                                  |  |  |   |
| List names of host siblings who participate in sports, clubs and activities at school, and name the activity(s)   |                                   |                                  |  |  |   |
| Does any member of the host family work for the school in a coaching, teaching or administrative capacity? <input type="checkbox"/> Yes <input type="checkbox"/> No<br>If so, please name the person(s) and name the position(s)                                  |                                   |                                  |  |  |   |
| Name of School Official (Contact)   | E-mail                            | Telephone                        | Mailing Address  |  |   |
| Approximate distance between school and host home:  |                                   |                                  |  |  |   |
| How will student get to school and back to host home? (Check all that apply)  |                                   |                                  |  |  |   |
| <input type="checkbox"/> Bus  | <input type="checkbox"/> Carpool  | <input type="checkbox"/> Bicycle | <input type="checkbox"/> Walk                                      | <input type="checkbox"/> By car with host parent | <input type="checkbox"/> By car with host sibling |
| If there is a different plan, please describe it  |                                   |                                  |  |  |   |

|   |   |   |  |   |                                |                                  |
|---|---|---|--|---|--------------------------------|----------------------------------|
| Host Family Name (e.g. John and Mary SMITH)   |   | Club                                      |  | District  | Page 4 of 5                    | HF-1                             |
| <b>Home Description</b>   |   |   |  |   |                                |                                  |
| <b>Home Type (Check all that apply)</b>   |   |   |  |   |                                |                                  |
| <input type="checkbox"/> Single family home   | <input type="checkbox"/> Duplex                 | <input type="checkbox"/> Apartment        | <input type="checkbox"/> Mobile home       | <input type="checkbox"/> Condominium                          |                                |                                  |
| Does the home also serve as a functioning business? (For example: Farm, Day Care, etc.) <input type="checkbox"/> Yes <input type="checkbox"/> No If so, please describe   |   |   |  |   |                                |                                  |
| <b>Home Features (Check all that apply)</b>   |   |   |  |   |                                |                                  |
| <input type="checkbox"/> Formal Living Room   | <input type="checkbox"/> Family Living Area     | <input type="checkbox"/> Dining Room/Area | <input type="checkbox"/> Kitchen           | <input type="checkbox"/> Laundry                              |                                |                                  |
| Number of bathrooms?  |   |   | Number of bedrooms?                        |   |                                |                                  |
| <b>Required Photos – The USA State Department requires photos of the following.</b>   |   |   |  |   |                                |                                  |
| 1. Home Exterior & Grounds; 2. Kitchen; 3. Student's Bedroom; 4. Student's Bathroom; 5. Family Living Areas.<br>We prefer that our Local Coordinator make them when they visit your home. However, if you wish to do it yourself, please check here. <input type="checkbox"/> |   |   |  |   |                                |                                  |
| <b>Utilities (Check all that apply)</b>   |   |   |  |   |                                |                                  |
| <b>Cooking</b>  |   | <b>Home Cooling</b>                       |  |   | <b>Home Heating</b>            |                                  |
| <input type="checkbox"/> Gas  | <input type="checkbox"/> Electric               | <input type="checkbox"/> Both             | <input type="checkbox"/> Central           | <input type="checkbox"/> Window units                         | <input type="checkbox"/> Other | <input type="checkbox"/> Central |
| <input type="checkbox"/> Space Heaters  | <input type="checkbox"/> Other                  |   |  |   |                                |                                  |
| <b>Student's Bedroom (Check all that apply)</b>   |   |   |  |   |                                |                                  |
| <input type="checkbox"/> Private Bedroom  | <input type="checkbox"/> Single Bed             | <input type="checkbox"/> Double Bed       | <input type="checkbox"/> King or Queen Bed |   |                                |                                  |
| <input type="checkbox"/> Window   | <input type="checkbox"/> Chest of Drawers Space | <input type="checkbox"/> Closet Space     | <input type="checkbox"/> Desk for Study    | <input type="checkbox"/> Study Lamp                           |                                |                                  |
| <b>Note: Students must <u>not</u> share a bed. They may share a room with at most one person of the same gender and compatible age. If the student is to share a bedroom, state the name, gender and age of the student here.</b>   |   |   |  |   |                                |                                  |
| Name  |   | Date of Birth                             |  | Gender  |                                |                                  |
|   |   |   |  | <input type="checkbox"/> Male <input type="checkbox"/> Female |                                |                                  |
| <b>Home amenities to which the student has access (Check all that apply)</b>  |   |   |  |   |                                |                                  |
| <input type="checkbox"/> TV in Family Room(s)   | <input type="checkbox"/> Family Computer        | <input type="checkbox"/> Internet         | <input type="checkbox"/> Laundry           | <input type="checkbox"/> Refrigerator                         |                                |                                  |
| List Others here (if any):  |   |   |  |   |                                |                                  |
| <b>Family Pets</b>  |   |   |  |   |                                |                                  |
| Number of dogs?   | No. indoor dogs?                                | No. of cats?                              | No. indoor cats?                           | No. of birds?   |                                |                                  |
| List Others here (if any)   |   |   |  |   |                                |                                  |
| <b>Food and Diet</b>  |   |   |  |   |                                |                                  |
| Does any host family member follow dietary restrictions? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, name the person(s) & describe the restrictions  |   |   |  |   |                                |                                  |
| Do you expect the student to follow a dietary restriction prescribed by you? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please describe it  |   |   |  |   |                                |                                  |
| Would you host a student who is a vegetarian, vegan, or follows another strict diet? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure Comment?  |   |   |  |   |                                |                                  |
| Would the host family be able and willing to provide three nutritious meals daily for the student? <input type="checkbox"/> Yes <input type="checkbox"/> No Comment?  |   |   |  |   |                                |                                  |
| Would you prefer the student to eat lunch sold at the school cafeteria? <input type="checkbox"/> Yes <input type="checkbox"/> No  |   |   |  |   |                                |                                  |
| If yes, are you comfortable paying for lunch at school? <input type="checkbox"/> Yes <input type="checkbox"/> No  |   |   |  |   |                                |                                  |
| Could your student take a school lunch from the host home? <input type="checkbox"/> Yes <input type="checkbox"/> No   |   |   |  |   |                                |                                  |
| If yes, who would prepare it? <input type="checkbox"/> Host mother? <input type="checkbox"/> Host father? <input type="checkbox"/> Student? <input type="checkbox"/> Share duty?  |   |   |  |   |                                |                                  |

## Family Expectations for Student

**Describe *Responsibilities and Behavior* expected of the student while in your home regarding the following topics.**

Homework?

Household chores?

Curfew (school night, and weekend)

Access to refrigerator and food?

Drinking of alcoholic beverages?

Driving?

Smoking?

Computer/Internet/E-mail?

Other?

**Religion/Church: (Note: Host family must not require their student to attend a religious service or program of any kind. However, if the student decides, without solicitation, to attend such a function, then the family may accommodate this interest by taking the student to such a service or program.)**

Are you willing voluntarily to inform the exchange visitor in advance of any religious affiliations of household members?

Yes  No

Would any member of the household have difficulty hosting a student whose religious beliefs were different from their own?

Yes  No

How did you learn about being a host family?

## Family Resources

Please indicate the *host family income range* by checking the appropriate box. (The income data collected will be used solely for the purposes of ensuring that the basic needs of the exchange student can be met, including three quality meals per day and transportation to and from school activities. Please understand that verifying adequate resources to host a student in precisely this manner is a requirement of the US State Department and this information will be kept in strict confidence.)

Less than \$25,000       \$25,000-\$35,000       \$35,000-\$45,000       \$45,000-\$55,000

\$55,000-\$65,000       \$65,000-\$75,000       \$75,000 and above

If any person residing in the host home receives any kind of public assistance (financial needs-based government subsidies for food or housing), give the name of the person and the kind of assistance.

Identify the personal expenses expected to be paid by the student (Check those that apply and add any items not listed.)

School Supplies  Movie Rentals  Clothes  Shoes  Personal care products (e.g. makeup, shampoo, etc.)  Others (List):