Following is the way to access the Monthly Report Q & A form that needs to be filled in.  
  
1. Go to Rotary District 9640 website home page.  
2. Click youth services  
3. Click youth exchange program  
4. On the left side of the page you will see a box click YEP monthly report.  
  
Fill out all the answers (a lot of this is important we need to know these details for our reporting back here) and click on send. this will find its way to me. Do this in the last week of the month.

I am the only one who reads this document so it is extremely important you are totally honest with your reply’s. If there is something not right report it and I can confidentially deal with it with my opposite numbers where you are.

Conversely if things are going well tell me as well. This is NOT a report for your sponsor club back here in Australia. Do not send it to them under any circumstances.