

ROTARY D5130 YOUTH EXCHANGE

OUTBOUND STUDENT & COUNSELOR CONTRACT AND CHECKLIST FOR EXCHANGE YEAR 2012-2013

District Web-site
WWW.youthexchange5130.org

The following information is intended to begin the orientation process for students applying to the Rotary District 5130 Youth Exchange Program. **ROTARIANS!!! CLUB YE COUNSELORS MUST PERSONALLY REVIEW THIS CHECKLIST WITH STUDENT AND PARENTS PRIOR TO STUDENT PREPARING THE LONG TERM APPLICATION AND AGAIN AT TIME OF SIGNING THE COMPLETED APP. STUDENT, PARENT/S and CLUB COUNSELOR MUST SIGNIFY THAT THE APP IS COMPLETE, AS OUTLINED BELOW, AND THAT THEY ACCEPT THE FOLLOWING CONDITIONS OF EXCHANGE BY SIGNING BELOW. A COPY OF THIS SIGNED FORM MUST BE SUBMITTED TO THE DISTRICT WITH THE LT APPLICATION. STUDENTS!!! USE THIS CHECKLIST AS A GUIDE THROUGHOUT THE PREPARATION OF YOUR APPLICATION.**

Countries

Countries we hope to exchange with in 2012/13:

Argentina, Belgium, Brazil, Chile, Denmark, Finland, France, Germany, Hungary, Italy, Norway, Spain, Sweden, Switzerland, Taiwan, & Thailand.

Applicants are to attach to their application a typed list of the top three countries they prefer to exchange to, if given a choice.

Application Submittal Checklist – Counselor must confirm the following prior to signing this contract:

Form - All applicants must use the RI Long Term Exchange Application posted on D5130's Youth Exchange website @ <http://www.youthexchange5130.org/forms/NewLong.doc> . **Application including all club and district contact information and all supplements to the app MUST BE TYPED. Do not staple pages - use paperclip.**

Application Fee - \$400 payable to: D5130 Youth Exchange. \$300 of this fee is non-refundable and \$100 will be returned to the student's family upon attending the Rebound Student Orientation to be held Aug. 2013. **This fee must be submitted at the time of application.**

Application Deadline - **APPLICATIONS MUST BE RECEIVED BY THE DISTRICT OUTBOUND OFFICER BETWEEN OCTOBER 15 AND DECEMBER 15, 2010.** Submittals after this date will not be accepted for the 2012/2013 program. Most clubs try to get applications completed and submitted by December 1st to avoid delays created by the holiday season.

Student Age – D5130 Applicants must be no younger than 15 or older than 18 ½ years of age upon departure in August 2011 (subject to there being an available country who will accept that age).

Application Submittal – **The Club Chairman/Counselor MUST thoroughly review the application, all supplements and the Student & Counselor Contract and Checklist with the student AND parent/s prior to submitting app to District. Any special medical conditions must be discussed and properly documented in medical section of the application. Required school documentation must be coordinated by club and student. Incomplete applications will be returned to Counselor.** Application is to include the following:

___ Applicant is to submit **FIVE COPIES, ALL WITH BLUE INK ORIGINAL SIGNATURES AND**

COLOR PHOTOS to their sponsoring club counselor who will send four copies, **with application fee, school documentation and this form signed by the student and the parents**, to Cameron Appleton, Outbound Student Officer, 3819 Fieldbrook Rd. Fieldbrook, CA 95519. The counselor will keep the fifth copy. Student should retain a sixth photocopy for their files.

___ **Photos** – A “straight-on”, respectable passport type photo is to be used for the page 1 photo. Photos used on the photo page are to be appropriate for your representation as a Rotary Ambassador. All photos must fit in the boxes provided on the application and are to be firmly affixed thereto. Remember, you will be representing your sponsoring Rotary Club, your community, your school and your country – first impressions are important.

___ **Applicant Responses** – Written responses to the questions must be typed with **short succinct replies to each question— a sentence or two per question**. When the application is sent to another country, many will be reading it who do not speak English so response must be translated. **U.S. applicants are fortunate to submit in English** as students from other countries all must submit in English rather than their native language.

___ **Birth Certificate or Passport** – The applicant must submit 3 **certified, color copies** of their birth certificate OR 3 black & white (color is illegal) copies of their current passport.

___ **School Documentation** – **The Secondary School Report and required High School Transcripts must have the school stamp on the face and be signed in BLUE INK by an authorized school representative on all four copies.** School rep is to send transcripts directly to Cameron Appleton at the address above. **Student will need to request that school complete and send these items to District well before the Dec 15 deadline due to school closures.**

___ **Documentation Required If Only One Parent Signing Application** - Both parents are required to be listed and to have signed the LT Application in all locations required. **Every attempt should be made to do so.** Special documentation is required in cases of a single parent holding full custody of the minor applicant during the application and actual exchange period. A total of 4 **BLUE INK** copies of each of the following documents are to be prepared for use as follows: Submit 2 **BLUE INK** copies with the Rotary application and parent shall retain remaining 2 **BLUE INK** copies for their use in obtaining student’s passport and visa. Documents required are:

1. Notarized letter from custodial parent stating the custody status during the application and actual exchange period (total of 4 blue ink copies).
2. Court certified copies of custody order **currently** in affect (can be obtained at Court Services window). **Each page** of all such court docs to be embossed with court’s seal and **each document** is to have court’s **blue ink** court certification on back of final page or in location specified by the court (total of 4 blue ink copies).

Your support in following the submittal instructions exactly as outlined above will result in a quicker processing of your application which will mean you will be able to complete travel arrangements sooner.

Airline Ticketing & Student Visa Processing

Airline ticket Purchasing and Visas – All airline tickets must be purchase through IT’S YOUR WORLD TRAVEL (IYWT) of Seattle, WA. IYWT will also coordinate visa processing for all students, as required by hosting country. Tickets must be the OPEN RETURN type which means a ticket that can bring you home at anytime. The cost of these tickets can be significantly higher than traditional tickets. This is required for the student’s safety and well-being. Visa and airline ticket acquisition can be a VERY slow process – patience are essential. **Do not purchase tickets until advised by Rotary to do so through IYWT next spring.**

Parental Visits to Host Country

Visiting student during their exchange can be a great experience for both parent and the student, however it can also be very disruptive to the student’s experience and/or to their hosts. Therefore, D5130 discourages parental visitation during the exchange year, favoring post-exchange visits. Post-exchange visits allow student to focus as guide and the hosts feel less pressured. No planning for a visit involving the student should commence until host family/s, host club and host district have been advised of parent’s desire to visit and dates have been approved by same. Visits should only be made after April and before the final weeks of the exchange. This Rotary program serves young ambassadors. Visits from parents and family (and certainly not friends) are not intended to be a part of the exchange year.

An Academic and Ambassadorial Exchange

Outbound Student's Academic Responsibilities - A Rotary exchange is an academic exchange and all participants must attend school in their hosting country.

Outbound Student's Ambassadorial Responsibilities - The Rotary Youth Exchange Program was first instituted to further the advancements of international understanding, goodwill and peace through a world fellowship of business and professional men and women united in the ideal of service. Rotary has long maintained that the best ambassadors of goodwill are to be found among youth, and the cause of world peace will be best served by their international association and exchange.

As a Rotary exchange student you have been chosen among many for this task. You will represent Rotary, your country, your parents and above all, yourself. Upon you falls the responsibility of a youthful ambassador to a foreign country, where it will be your privilege to represent your country for one year.

You will be continually in the public eye and will be judged by your behavior. Thus you will have in your safe-keeping the good name of your country, your school, your home and the Rotary Club that has sponsored you. You cannot afford to let them down. In fulfilling this task as an exchange student you will make a multitude of friends of all ages.

While you are an exchange student, you will most likely live with three families. It will take a lot of effort on your part to make the most of your exchange. Becoming a pro-active part of the family and assuming household responsibilities normal for students of your age is expected. These are courtesies and responsibilities required to fulfill your job as an ambassador.

The members of District 5130 expect and request that all Outbound and Inbound students observe and embrace the following ten ambassadorial ideals throughout their exchange. These have been found to be essential, not only for the success of your exchange, but also for the future success of this youth exchange program:

Ten Commandments for A Successful Exchange

- 1 – Adapt or fail**
- 2 – Ask or be ignored**
- 3 – Be lively and active**
- 4 – Always be considerate, helpful and appreciative toward your hosts**
- 5 – Be punctual**
- 6 – Give 100% of yourself and share self and culture**
- 7 – Maintain a neat appearance and keep your surroundings orderly**
- 8 – Plan ahead and coordinate with your hosts and their schedules.**
- 9 – *SMILE* every chance you get**
- 10 – Strive to earn the respect of others**

Important Dates to Remember

There will be three **MANDATORY** events that successful candidates must attend. Attendance at these events is not negotiable. In order to go on a Rotary International Exchange from D5130 a student candidate **MUST** attend the following events. The purpose is focused on training and orienting the candidate and their family for the future exchange year.

January 26-29, 2012

Mount Shasta Ski Trip/ Outbound Student Orientation Part I

March 10, 2012

Outbound Student and Parents Orientation Part II (Outbound Parents Required with Student)

June 15-17, 2012

District 5130 Conference

August 2013 (The 1st Saturday of August)

Rebound Student and Parents Debriefing (Attendance at this event guarantees the return of \$100 of the initial Application Fee)

