


Host Family Name (e.g. John and Mary SMITH)	Club	District
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## WESSEX Host Family Orientation

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



**Section 1 – Prerequisites for Orientation (Following must be completed before the host family is oriented.)**

Date Background Checks Completed	Date Reference Checks Completed	Date In-Home Interview/Inspection Done
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**Student Information**

Student's Name	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Home Country	Home District
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**Section 2 –District policy on each of the following must be explained to the host family. Please check as discussed.**

<input type="checkbox"/> Rotary organization, youth exchange program <input type="checkbox"/> First night questions <input type="checkbox"/> Rotary Club and Rotary Counselor's roles <input type="checkbox"/> Rotary activities (district and club) <input type="checkbox"/> How to respond to a problem <input type="checkbox"/> Rotary resource persons <input type="checkbox"/> Medical, liability and dental insurance <input type="checkbox"/> Passport <input type="checkbox"/> Airline Ticket <input type="checkbox"/> Money <input type="checkbox"/> Employment <input type="checkbox"/> School (academic expectations, etc.) <input type="checkbox"/> Dress Codes (School and social occasions) <input type="checkbox"/> School lunches <input type="checkbox"/> Financial obligations	<input type="checkbox"/> Student's place in the family <input type="checkbox"/> Religion <input type="checkbox"/> Customs and mores of student's home country <input type="checkbox"/> Local transportation <input type="checkbox"/> District Travel policy <input type="checkbox"/> Drinking, Drugs, Driving, "Dating" <input type="checkbox"/> Body decorations (Piercing, tattoos, etc.) <input type="checkbox"/> Smoking <input type="checkbox"/> "Downloading" <input type="checkbox"/> Internet/computer policy <input type="checkbox"/> Phone/Text message policy <input type="checkbox"/> Notification of material changes (address,work, arrests) <input type="checkbox"/> Hosting "Best Practices" <input type="checkbox"/> Strategies for cross-cultural interaction <input type="checkbox"/> Post hosting evaluation
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**Section 3 – Check items received by the host family**

<input type="checkbox"/> Host Family Handbook and/or Guidelines <input type="checkbox"/> Copy of the student's application <input type="checkbox"/> Calendar of student activities <input type="checkbox"/> Rotary District Rules and Conditions of Exchange <input type="checkbox"/> Contact information for club and district youth exchange volunteers <input type="checkbox"/> Letter to Host Family from USA State Department <input type="checkbox"/> Copy of USA State Department Exchange Visitor Program Regulations <input type="checkbox"/> Travel permission from Natural Parents
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**Certification**

**Signatures certify that information in this report is accurate and that the orientation was conducted on the date listed below.**

Date Orientation Conducted	Program Representative who Conducted Orientation	Signature of Program Representative
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Host Father Name (Type or Print)	Host Mother Name (Type or Print)	Other Host Family Members Present
Signature	Signature	

**DOCUMENT RETENTION & TRACKING INSTRUCTIONS:** Appropriate District or Club Officer must upload a digital copy to the YEAH online database. Records will be maintained for a minimum of three years after Exchange completion.