

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

Rotary Youth Exchange, District _____

Rotary

District 5020

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 ☐ ☐	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.

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

☐ Host Family Handbook and/or Guidelines ☐ Copy of the student's application ☐ Calendar of student activities ☐ Rotary District Rules and Conditions of Exchange ☐ Contact information for club and district youth exchange volunteers ☐ Letter to Host Family from USA State Department ☐ Copy of USA State Department Exchange Visitor Program Regulations ☐ 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 Parent #1 Name (Type or Print)	Host Parent #2 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.