

# **YEAH STUDENT APPLICATIONS**

## WHAT YOU NEED TO DO AS A YEO



## EXAMPLE APPLICATION

- When you finish City interviews (done in mid October) and have selected students for District interviews( which are November 16 & 18)  
Email myself (Canada)

or **Noel Moxley** if in the USA.

- students name,
- e mail address
- phone number
- sponsor club (don't worry if this changes after selection)
- YEO for club and their email- or who ever is going to be point of contact for student and will be mentoring them through the process and getting documents signed. who is responsible for and

## FIRST STEP FOR STUDENT

- After we get your email with the 2 students names per club who will be going to Districts Interviews we will then send the students an e mail asking them to set up an account in YEAH- please advise them to use an e mail that is just for them (NOT A FAMILY OR SCHOOL ONE). As well they need to check their e mail DAILY before they check Instagram or snap chat!!!
- The student will get a welcome in an email which will have a PDF for Medical and Dental forms which will need to be pre filled as much as possible on a REAL computer **not a a cell phone>>>>**
- See hand out.... For what it will look like.

## WHAT STUDENT WILL HAVE TO DO

- Application Process (Part 1) - Student Input
- Student account setup
- Student using the link receives website text page “Congratulations and account set up notice”, and selects the “Set Me Up” option.
- Receives notice “Establish Your Account” and enters their email. They just need to read directions as they will be asked to make a new password from the temporary one given.

## APPLICATION STARTS OFF LIKE THIS

### Your legal name, as it appears on your passport or birth certificate.

First Name(s):

Middle Name(s):

Last Name(s):

Suffix (Jr, III, etc.), if any:

### More About You

Nickname, or name you prefer to be called:

Gender:

What city and state/province were you born in?

Which country were you born in?

Which country are you a citizen of?

Date of Birth:

Your E-mail Address (you must have your own):

Home Phone:

Cell Phone:

### Home Address

Street Address:

Apartment No or Address Continued:

City/State/Zip:

Country

## WHAT DO I HAVE TO DO AND WHEN??

- Contact student as soon as you know who in your club if not yourself will be mentoring them through this process...I suggest it should be you as you are here learning!!
- Let them know to start application process by reading instructions on a **computer not their phones**.....
- Encourage them to start on student letter and have someone **proof read it**. As well have parents start their letter ....

## HOW YOU CAN ASSIST YOUR STUDENTS

- Answer questions they may have on the application, use the example as a guide on how to things
- Remind them to make Doctor appointment, TB appointment and to gather their vaccination records as they will need them to upload into the medical portions of application
- Remind them to make to Dentist appointment
- E mail them all the details they need for the Sponsor Guarantee form (see example)
- Meet with your student once they have pre filled and printed off Sponsor Guarantee form with your club info typed in.
- Bring this document to your club peeps to have them sign it







Rotary District

Applicant Name

**Rotary Youth Exchange – Long-Term Exchange Program  
Student, Parent, & Sponsor Endorsements  
(Guarantee Form / Visa Application Supporting Document)**

Full Legal Name as on passport or birth certificate ( <i>use uppercase for your FAMILY name; e.g., John David SMITH</i> )		Name You Wish to be Called		Male Female
Home Address – Street	City	State/Province	Postal Code	Country
Postal Address ( <i>if different</i> ) - Street	City	State/Province	Postal Code	Country
E-mail Address	Home Phone Number		Mobile Phone Number	
Place of Birth ( <i>City, State/Province, Country</i> )	Citizen of ( <i>Country</i> )		Date of Birth ( <i>e.g., 25/Jan/1999</i> )	

**(A) APPLICANT GUARANTEE** I, the applicant named above, agree to do the following: (1) Purchase round-trip air travel before I depart my home country; (2) abide by the rules and decisions of the program, accepting advice and supervision of my hosts; (3) attend all orientations and trainings offered by my sponsor and host districts and clubs; and (4) not request permission to stay in my host country, and (5) return home after completion of my exchange.

**(B) PARENT/LEGAL GUARDIAN GUARANTEE** We, the parents/legal guardians of the above applicant, agree to do the following: (1) Pay all costs of transportation, passport, and visa; (2) pay costs for health and accident or travel insurance, as per program rules; (3) pay for clothing for the applicant's welfare and any uniforms required; (4) pay additional costs as circumstances arise, e.g., provide an emergency fund, if required by host district, under control of the host Rotary club/district to be returned at completion of the exchange if not used; (5) attend orientation meetings; (6) abide by program rules and follow host district policy on visiting the applicant while he/she is abroad. The Undersigned **APPLICANT** and **PARENTS/GUARDIANS** hereby agree to the Applicant's and Parents'/Guardians' Guarantee (A and B) and that the applicant is permitted to travel to the host district, live with approved families for up to one year, and attend secondary school.

Signed (Applicant) (in blue ink)		Date ( <i>e.g., 25/Jan/2012</i> )			
Signed (Father/Guardian) (in blue ink)	Date ( <i>e.g., 25/Jan/2012</i> )	Home Phone	E-mail		
Signed (Mother/Guardian) (in blue ink)	Date ( <i>e.g., 25/Jan/2012</i> )	Home Phone	E-mail		
Witness (Sponsor Rotary club representative) (in blue ink)	Date ( <i>e.g., 25/Jan/2012</i> )	Home Phone	E-mail		

**(C) SPONSOR CLUB AND DISTRICT ENDORSEMENT**

*The Rotary Club and Rotary District specified within this section, having interviewed the applicant and his/her parents/legal guardians and having reviewed the student's application and related documents, hereby endorse the student as qualified for Rotary Youth Exchange and recommend to host clubs and host districts the acceptance of this student. The District agrees to provide adequate orientation to the student and parents before the student's departure.*

Sponsor District #	Sponsor Club Name		Sponsor Club ID #		
Name of District Youth Exchange Chair	Name of Sponsor Club President		Name of Sponsor Club Youth Exchange Officer		
Street Address of District Youth Exchange Chair	Street Address of Sponsor Club President		Street Address of Sponsor Youth Exchange Officer		
City, State, Postal Code of District YE Chair	City, State, Postal Code of Sponsor Club President		City, State, Postal Code of Sponsor Club YE Officer		
E-mail Address of District Youth Exchange Chair	E-mail Address of Sponsor Club President		E-mail Address of Sponsor Youth Exchange Officer		
Signature of District YE Chair (in blue ink)	Signature of Sponsor Club President (in blue ink)		Signature of Sponsor Club YE Officer (in blue ink)		
Date ( <i>e.g., 25/Jan/2012</i> )	Home Phone Number	Date ( <i>e.g., 25/Jan/2012</i> )	Home Phone Number	Date ( <i>e.g., 25/Jan/2012</i> )	Home Phone Number
Mobile Phone Number	Fax Number	Mobile Phone Number	Fax Number	Mobile Phone Number	Fax Number

## RULES AND CONDITIONS

- After your club has signed the Sponsor Guarantee form then arrange a meeting with the student and ask them to ensure they have printed off and **READ** the **Rules and Conditions**
- It's a 2 page form ask them to ensure its on 2 pages and have their parents read it as well. If possible meet with the parents to answer any questions they may have and get them to sign the Rule and Conditions page.

Please sign as the witness even if parents signed prior to you signing. Please advise them of how important it is to use a **real scanner vs other ones on phones** etc.... Remind them that this application goes to a foreign country and this is their first impression of them.



Applicant Name **Erin Fogarty**

**DECLARATION**

IN CONSIDERATION of the acceptance and participation of the applicant in this program, the undersigned APPLICANT and his/her PARENTS or LEGAL GUARDIANS, to the full extent permitted by law, hereby release and agree to defend, hold harmless, and indemnify all host parents and members of their families, and all members, officers, directors, committee members, and employees of the host and sponsor Rotary clubs and districts, and of Rotary International, from any or all liability for any loss, property damage, personal injury, or death, including any such liability that may arise out of any negligent act or omission, excepting gross negligence or intentional conduct, of any such persons or entities, which may be suffered or claimed by such applicant, parent, or guardian during, or as a result of, the participation by the applicant in such Youth Exchange program, including travel to and from the host country.

As the undersigned applicant and undersigned parents or legal guardians of the applicant, we hereby state that we have read and understood the Program Rules and Conditions of Exchange. Should I, as a student, be selected for an exchange, I agree to abide by these rules and others imposed on me with due notice during my time as an exchange student in the host country.

We attest that we have read and understand the Statement of Conduct for Working with Youth. We understand that all Rotarians and host families are expected to have read and understand this statement as well. I understand that, if selected for an exchange, I will be provided with training and written material on abuse and harassment and that this information will include the contact information of the person I should contact if I encounter any form of abuse or harassment.

The undersigned applicant attests that I am of good health and character, understand the importance of the role of a youth ambassador as a Rotary Youth Exchange student, and will, to the best of my ability, maintain the high standards required of a Rotary Youth Exchange student should I be chosen to represent my sponsor Rotary club and district, school, community, state/province, and country. I further state that all the material contained in this application and the attached documents are true and accurate to the best of my knowledge.

**PERMISSION FOR MEDICAL CARE AND RELEASE OF MEDICAL RECORDS AND LIABILITY**




We, the parents/legal guardians of the applicant, and I, the applicant, HEREBY AUTHORIZE the release of medical information on application pages 'Section C: Medical History and Examination,' acquired in the course of the examinations by the physician and the dentist.

We, the parents/legal guardians of the applicant, and the applicant, if of legal age, who have the sole and legal right to make the decisions on the health and care of the applicant, do release from liability and grant permission as noted of the following while our son/daughter/ward is overseas as a Rotary Youth Exchange student:

- In the event of accident or sickness, we/I authorize any Rotarian, authorized chaperones of Rotary activities, and/or host parent(s) of student to select the appropriate medical facility and physician(s)/dentist(s) to provide treatment.
- We/I give permission for any operation, administration of anesthetic, or blood transfusion that a medical practitioner may deem necessary or advisable for the treatment of our son/daughter/ward.
- We/I further consent to any medical or surgical treatment by a licensed physician, surgeon, or dentist that might be required by our son/daughter/ward for any emergency situation. We do request that we be notified as soon as possible, but emergency treatment need not be delayed to provide such notice.
- Permission is granted for immunizations required for school registration.
- In the case of elective surgery, we/I request that we/I be notified and our permission obtained before such arrangements are made.

We agree to hold harmless Rotary International, any Rotary district, Rotary club, Rotarian, Rotary chaperone, or host family for any intervention in an emergency situation regardless of final outcome.

We agree to assume all financial obligations beyond those covered by insurance for any medical treatment rendered.

Applicant (print name) <b>Erin Fogarty</b>	Signature (in blue ink) 
Mother/Legal Guardian (print name) <b>Donna Fogarty</b>	Signature (in blue ink) 
Father/Legal Guardian (print name) <b>Robert Fogarty</b>	Signature (in blue ink) 
Witnessed in the presence of Sponsor Club/District Representative (print name and title)	Signature (in blue ink)
Dated this <u>9<sup>th</sup></u> Day of <u>November</u> Month, <u>2018</u> Year.	

**Statement of Conduct for Working with Youth**

Rotary International strives to create and maintain a safe environment for all youth who participate in Rotary activities. To the best of their ability, Rotarians, Rotarians' spouses and partners, and other volunteers must safeguard the children and young people they come into contact with and protect them from physical, sexual, and emotional abuse.

*Adopted by the Rotary International Board of Directors, November 2006*



- Ask them if they need help if they do not have access to a scanner as they need to scan a few documents and they all need to PDF so they can be uploaded properly. They should think about saving all documents onto a thumb drive.
- When their application is 100 percent done they should print off their application for their own reference and bring **one** copy to the District Interviews.
- Remind them to ensure they have a valid passport which is good for 6 months after exchange ( ie January 2022) and they will most likely if selected need a copy of their Birth Certificate later in the process.
- Seems like a lot to do but this can be done in 2 weeks if they get on it.... I have seen it done!! RIGHT GLENN

# QUESTIONS

- Martha Kennedy Outbound Coordinator for **Canada**
- Email [marthajill@shaw.ca](mailto:marthajill@shaw.ca)
  
- Noel Moxley Outbound Coordinator for **U.S.A**
- Email [noelmoxley@gmail.com](mailto:noelmoxley@gmail.com)

