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## HOMESTAY APPLICATION PACKAGE

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If you would like to be part of the Skagit Valley College Homestay program, please follow the instructions below:

1. Read all enclosed information outlining the Homestay program at SVC.
2. Complete all pages of the application form (front and back).
3. Complete Rules & Agreement Form & Contract for Minors **if you are under 18 years of age**. (Parents signatures are required for each of these.)
4. Write a letter to your host telling them about yourself and attach a recent photo(s). You may mail, e-mail or fax this letter and photo (digital if e-mailing) to your host.
5. Enclose a check or money order for \$100 payable to Skagit Valley College, or fill/type in the Visa/MasterCard information on the Homestay application. Please identify card type.

6. Mail or fax the above documents to:

International Programs  
Skagit Valley College  
2405 East College Way  
Mount Vernon, WA 98273  
Fax: (360) 416-7868

If our school accepts you, the placement fee is non-refundable.

Although all attempts will be made to promote positive host/student relationships, Skagit Valley College is not responsible for the lifestyle, behavior, or philosophy (religious affiliation) of the host.

After a host has been selected for you, we will notify you of their contact details.

## LIVING IN A HOMESTAY AT SKAGIT VALLEY COLLEGE

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Skagit Valley College tries to be fair to both hosts and students. Both parties must read and agree to certain Homestay guidelines. Please read the information below; to make sure you are willing and able to fully participate in our Homestay program.

### Homestay Commitment

- **Please note Homestay is the only housing option available for students who are under the age of 18 years old.**
- Your first ten days at Homestay are a trial period. If the student and host are not a good match, the Homestay Coordinator will make a change.
- After the trial period, students should plan to stay in Homestay at least one quarter (12 weeks). **If you leave before the end of the first quarter, you will forfeit your deposit and any prepaid rent.**
- Students must give their host 20 days notice before moving out. **If students do not give their host 20 days notice they will lose their deposit, any prepaid rent or possibly owe the following months rent.**

### Family Life

- Host families are made up of people from many different ethnic groups.
- We try to make a good match for students, but we cannot promise we will be able to fulfill all student requests.
- We cannot accept requests for a particular religion or ethnicity.
- Families are not discriminated against on the basis of race, color, national origin, sex, disability, sexual orientation, or age.

### Homes

- Host families live in many different kinds of homes.
- Regardless of host selection, all students are provided with a bed, dresser, desk, chair, lamp, closet, towels and bedding.

### Rules

Rules are in place to give students guidelines for living in the host's home. Hosts will explain the house rules to students when they arrive. In general, students should be respectful. Please note the following:

- Students must pay for all long distance phone calls. Hosts may or may not allow students to use their telephone line for the Internet, but may allow them to set up a separate phone line to do so.
- Students usually are not allowed to use the hosts' computer.
- Smoking is not allowed in most homes.

- Students may be asked to help with small household chores, such as helping with dishes, vacuuming, and cleaning up after themselves.

### **Responsibilities of students**

- Students are responsible for their own transportation.
- Students must pay Homestay fees directly to the host.
- Students must give 20 days notice to the Host and Homestay Coordinator before moving out of Homestay, or they will lose their deposit and any prepaid rent
- Students must tell the Homestay Coordinator if there are problems or concerns.
- Students should return the host's house key, and provide their new address to the host when they move out of Homestay.
- Students should leave their room as clean as they first found it when they move out of Homestay.
- Students must pay for any damages they caused at their Homestay.

### **Student's Personal Property**

The student's personal property is not the responsibility of SVC or the host family. Any lost or stolen personal property of the student, including lost or stolen money, which is not covered by an insurance policy, is the responsibility of the student. **Students are required to establish a bank account separate from that of their host family.**

### **Code of Conduct**

All students enrolled at SVC must agree to the rules of the Code of Student Conduct. (Washington State law requires the college to have the Code of Conduct.) Stated in general terms, the student must:

- Maintain high standards of honesty and trustworthiness.
- Respect the rights, privileges and property of others.
- Agree to obey the rules and regulations of the college.

Students must recognize that Homestay is part of SVC's housing. **The Code of Conduct applies to student activity within Homestay, too.**

### **Vacation Policy**

Students who wish to go out of town while they are living in Homestay are offered a reduction in their monthly stipend payment **if they are planning on being away for more than 15 nights**. For absences of 15 nights or less, there is no reduction in payment due. For absences of more than 15 nights, the monthly stipend is reduced 50%, but only for the nights that the student is away. **These absences must be prearranged with the host family and Homestay Coordinator.** The plans must be agreeable to both parties. For more information, or if you have questions, contact the International Programs Office.

## Homestay Options

### Traditional Homestay - \$600 each month

- Monthly fee of \$600
- All food is provided.
- The host prepares five evening meals each week. Students make their own breakfast, lunch and weekend dinners with food provided by the host.
- Each student is provided a private room, bed, desk, chair, light, dresser, closet, towels and bedding.
- Other expenses such as bus fare, personal items, long distance phone use and Internet installation are not included in the monthly fee.
- The monthly Homestay fee is due each month on the date the student moved in.

### Room and Kitchen Access - \$425 each month

- Monthly stipend of \$425
- No food is provided.
- Student purchases and prepares all food using the host's kitchen.
- Each student is provided a private room, bed, desk, chair, light, dresser, closet, towels and bedding.
- Other expenses such as bus fare, personal items, long distance phone use and Internet installation are not included in the monthly fee.
- The monthly Homestay fee is due each month on the date the student moved in.

## Total Homestay Costs

- **Application Fee – \$100**

A \$100 application fee is due with the Homestay application. The money is returned to the student *only* if a Homestay cannot be found.

- **Cleaning Fee - \$50**

The cleaning fee is due to the host upon moving in.

- **Security/Damage Deposit – \$100**

A \$100 security deposit is due to the host upon moving in. This deposit is returned to the student up to 30 days after moving out *if* there are no unpaid bills or damages *and* the student gave the host 20 days notice before moving out.

- **Monthly Fee – \$425/\$600**

The monthly fee is payment to the Host for living in their home. It is \$600 or \$425, depending on if the student wants food provided or not. This is due each month on the date you moved in.

# REQUEST FOR HOMESTAY

For Office use only  
File Complete \_\_\_ YES \_\_\_ NO  
\$100 Received \_\_\_ YES \_\_\_ NO

## **PLEASE COMPLETE ALL FIVE PAGES**

(Please print clearly in ink or type information)

Mr. \_\_\_\_\_ Ms. \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Nationality \_\_\_\_\_

### **CURRENT ADDRESS:**

Street Address \_\_\_\_\_

City, State, Post Code \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_ Fax \_\_\_\_\_

### **PERMANENT ADDRESS (if different than above):**

Street Address \_\_\_\_\_

City, State, Post Code \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_ Fax \_\_\_\_\_

### **AGENCY INVOLVED WITH PLACEMENT (if applicable):**

Agent's Name and Agency \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Post Code \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_ Fax \_\_\_\_\_

### **EMERGENCY CONTACT**

Name and Relationship \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Post Code \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_ Fax \_\_\_\_\_

WHAT QUARTER WILL YOU BEGIN YOUR STUDY? \_\_\_\_\_

ANTICIPATED ARRIVAL DATE AT SEATAC AIRPORT \_\_\_\_\_

HOMESTAY OPTION YOU PREFER:

TRADITIONAL (All food included) \_\_\_\_\_ ROOM ONLY (No food included) \_\_\_\_\_ EITHER \_\_\_\_\_

ENGLISH CONVERSATION LEVEL:

BEGINNER \_\_\_\_\_ INTERMEDIATE \_\_\_\_\_ ADVANCED \_\_\_\_\_

CURRENT OR DESIRED OCCUPATION \_\_\_\_\_

DO YOU HAVE ANY OF THE FOLLOWING:

	YES	NO	DESCRIBE IF YOU CHECKED YES
HEALTH PROBLEMS	_____	_____	_____
PHYSICAL HANDICAPS	_____	_____	_____
FOOD ALLERGIES	_____	_____	_____
ANIMAL ALLERGIES	_____	_____	_____

ARE YOU TAKING MEDICATION (S)? YES \_\_\_\_\_ NO \_\_\_\_\_ DESCRIBE: \_\_\_\_\_

WHAT LANGUAGE (S) DO YOU SPEAK? \_\_\_\_\_

FATHER'S OCCUPATION: \_\_\_\_\_

MOTHER'S OCCUPATION: \_\_\_\_\_

NAMES OF BROTHERS AND SISTERS AND THEIR AGES: \_\_\_\_\_

WHAT IS YOUR FIELD OF STUDY OR MAJOR? \_\_\_\_\_

WOULD YOU PREFER:

SMALL CHILDREN IN YOUR HOST FAMILY? (under 5 years old) Yes \_\_\_\_\_ No \_\_\_\_\_ No preference \_\_\_\_\_

OLDER CHILDREN IN YOUR HOST FAMILY? Yes \_\_\_\_\_ No \_\_\_\_\_ No preference \_\_\_\_\_

WOULD YOU BE COMFORTABLE WITH:

A FAMILY THAT OWNS A DOG? Yes \_\_\_\_\_ No \_\_\_\_\_ No preference \_\_\_\_\_

A FAMILY THAT OWNS A CAT? Yes \_\_\_\_\_ No \_\_\_\_\_ No preference \_\_\_\_\_

DO YOU SMOKE? Yes \_\_\_\_\_ No \_\_\_\_\_

**PLEASE NOTE:**

Most of our homes have one or more animals in the home. You may be asked to choose between a cat or a dog.

DO YOU WANT TO SPEND A LOT OF TIME WITH YOUR HOST LIKE A SON OR DAUGHTER?-----YES \_\_\_\_\_ NO \_\_\_\_\_

DO YOU DRINK ALCOHOL? -----YES \_\_\_\_\_ NO \_\_\_\_\_

ARE THERE ANY FOODS THAT YOU CANNOT EAT? -----YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES, WHAT FOODS: \_\_\_\_\_

DO YOU HAVE A CAR?-----YES \_\_\_\_\_ NO \_\_\_\_\_

DO YOU PLAN TO GET A CAR?-----YES \_\_\_\_\_ NO \_\_\_\_\_

DO YOU PLAY A MUSICAL INSTRUMENT (S)?-----YES \_\_\_\_\_ NO \_\_\_\_\_

IF SO, WHAT INSTRUMENT (S)? \_\_\_\_\_

HOW LONG DO YOU PLAN TO LIVE WITH A HOST? \_\_\_\_\_

WHAT IS YOUR RELIGION?\_\_\_\_\_ DO YOU PRACTICE IT? \_\_\_\_\_

PLEASE LIST ACTIVITIES, HOBBIES, AND SPORTS YOU LIKE TO DO:

**PLEASE KEEP IN MIND THAT ALL OF YOUR REQUESTS MAY NOT BE MET. WE WILL TRY OUR BEST TO PLACE YOU WITH A HOST THAT WILL MATCH MOST OF YOUR NEEDS.**

I HAVE READ AND UNDERSTOOD THE INFORMATION PROVIDED IN THE HOMESTAY APPLICATION PACKAGE. I UNDERSTAND THAT BY SIGNING THIS APPLICATION I AM RESPONSIBLE FOR THE RULES OUTLINED IN SVC'S HOMESTAY PROGRAM AND I AGREE TO PARTICIPATE IN THE HOMESTAY PROGRAM TO THE BEST OF MY ABILITY. THE INFORMATION I HAVE PROVIDED IN MY APPLICATION IS TRUTHFUL AND ACCURATE. I GIVE SVC PERMISSION TO SHARE INFORMATION PROVIDED ON MY APPLICATION WITH MY PROSPECTIVE HOST.

\_\_\_\_\_  
(SIGNATURE)

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### HOMESTAY APPLICATION FEE PAYMENT OPTIONS

\_\_\_\_ ENCLOSED CHECK OR MONEY ORDER FOR \$100.00 USD MADE PAYABLE TO SKAGIT VALLEY COLLEGE

\_\_\_\_ CREDIT CARD PAYMENT - VISA / MASTERCARD (circle one)

Cardholder's Name \_\_\_\_\_

Cardholder's Phone # \_\_\_\_\_

Visa / MasterCard Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ Amount \_\_\_\_\_ CVV code: \_\_\_\_\_

# RULES, AGREEMENT AND RELEASE FOR MINORS

## Skagit Valley College Homestay Program Required for all students under age 18

*This document has legal significance. Please Read Carefully.*

The undersigned Skagit Valley College (SVC) student and the student's natural parent(s) and/or legal guardian, agree to the following rules:

1. Students must obey the local, state and federal laws. Drinking alcohol is prohibited until age 21. Smoking is prohibited until age 18. Illegal drugs are prohibited for persons of any age, and students should not be associated with anyone involved with illegal drugs in any way.
2. Students under the age of 18 must get approval from the host family for all activities. At all times, the host family must know where the student is, with whom, and when the student will return.
3. Students must obey the house rules, and respect the property of the host family.
4. Students and natural parents must respect decisions made by SVC officials.

In addition to the foregoing, the undersigned student and the student's natural parent(s) and/or legal guardian(s) acknowledge(s) certain facts and release(s) SVC and the student's host family, as follows:

1. **Student's Personal Property.** The student's personal property is not the responsibility of SVC or the host family. Any lost or stolen personal property of the student, including lost or stolen money, which is not covered by an insurance policy, is the responsibility of the student and the student's natural parent(s) and/or guardian(s). Students are required to establish a bank account separate from that of their host family.
2. **Insurance.** Any medical expenses or lost/stolen property or damage not covered by applicable insurance of the student is the responsibility of the natural parent(s) and/or legal guardian(s) of the student.
  - a. **Medical Insurance.** Neither SVC nor the host family is responsible for any medical expenses incurred by the student. The student must obtain medical insurance coverage for the term of his/her stay. Please note: Many medical insurance policies exclude coverage for "pre-existing conditions" (that is a medical condition that exists prior to the commencement of the insurance policy). Additionally, many such policies do not cover psychiatric care or any related expenses.

The student will be covered by the following medical insurance while living in Homestay:

\_\_\_\_\_ Medical insurance purchased prior to arrival

\_\_\_\_\_ Medical insurance available for purchase upon arrival at SVC

- b. **Property and Liability Insurance.** Neither SVC nor the host family is responsible for any property damaged or destroyed by the student or for any liability that results from the student's activities while enrolled at SVC. The natural parent(s) and/or legal guardian(s) of the student is (are) responsible for any damage or destruction of property or any injury to persons inflicted or caused by the student while living with the host family and/or enrolled at SVC.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_  
Month /Day / Year



In addition to the foregoing, the natural parent(s) and/or legal guardian(s) agree to the following:

**PERMISSION FOR MEDICAL CARE and RELEASE:**

I (we), as the applicant's natural parent(s) and/or legal guardian(s), agree to authorize SVC or the Host Family to act for us in any emergency, accident or illness during the period of time the student is admitted and enrolled at SVC. This covers the period from the time the student boards transportation scheduled by SVC in the United States until the student leaves the return-scheduled transportation by SVC.

**PERMISSION FOR HOST FAMILY TO AUTHORIZE STUDENT ACTIVITY and SIGN MEDICAL RELEASE DOCUMENTATION:**

I (we), as the applicant's natural parent(s) and/or legal guardian(s), agree to authorize the Host Family to sign student activity permission slips and corresponding medical release forms. I (we) further agree to fully indemnify and hold harmless both SVC and our child's American Host Family from any and all liabilities, including liabilities to third parties, which may arise from the student's participation in the activity.

**Natural Father/Legal Guardian:**

\_\_\_\_\_   
 Natural Father/Legal Guardian

\_\_\_\_\_   
 Address (Street Address / City / State / Postal Code / Country)

\_\_\_\_\_   
 Phone

\_\_\_\_\_   
 E-mail

\_\_\_\_\_   
 Signature of Natural Father/Legal Guardian

\_\_\_\_\_   
 Date (Month / Day / Year)

**Natural Mother/Legal Guardian:**

\_\_\_\_\_   
 Natural Mother/Legal Guardian

\_\_\_\_\_   
 Address (Street Address / City / State / Postal Code / Country)

\_\_\_\_\_   
 Phone

\_\_\_\_\_   
 E-mail

\_\_\_\_\_   
 Signature of Natural Mother/Legal Guardian

\_\_\_\_\_   
 Date (Month / Day / Year)

Signature of **Student:** \_\_\_\_\_

Date: \_\_\_\_\_   
 Month /Day / Year

# RULES AND AGREEMENT CONTRACT FOR MINORS

**Required for all students under age 18 to be accepted into the Homestay Program**  
*This document has legal significance. Please Read Carefully.*

**The Skagit Valley College (SVC) student and host family agree to the following rules:**

1. Students must obey the local, state and federal laws. Drinking alcohol is prohibited until age 21. Smoking is prohibited until age 18. Illegal drugs are prohibited for persons of any age, and students should not be associated with anyone involved with illegal drugs in any way.
2. Students under the age of 18 must get approval from the host family for all activities. At all times, the host family must know where the student is, with whom, and when the student will return.
3. Students must obey the house rules, and respect the property of the host family.
4. Students and natural parents must respect decisions made by SVC officials.

**Due to the fact you are a minor in this country there are laws that have been put into place for your safety and protection. Students under the age of 18 years who are living in a Homestay must comply with the rules that are set in place by this contract. Those who choose to disobey the rules may be removed from the Homestay Program.**

1. Sunday through Thursday are considered school nights and you must be in the home each of these nights no later than 9:00pm, provided that you have checked in with your host before 6:00pm.
2. Friday and Saturday are considered weekend nights and these nights are acceptable for overnights, as long as you have asked and received permission from your host by the end of the day on the Thursday prior to the overnight.
3. Before you plan an overnight, you must provide your host with your friends contact information. This includes the address, a phone number and the name of their host, if they are also living in a Homestay.
4. You are **not allowed** to stay out late or overnight with out the permission of the host.
5. The host must know who you are with and where you are at all times.
6. If the host calls you, you **must** answer the call or return the call as soon as possible.

**There are no exceptions to these rules! By signing this contract you are agreeing to the terms listed above and are aware that by breaking this contract you will be removed from the Homestay program and your parents will be contacted.**

**If you do not agree to these terms, then a different living situation should be considered.**

Student  
Signature\_\_\_\_\_

Date\_\_\_\_\_

Parent/Guardian  
Signature\_\_\_\_\_

Date\_\_\_\_\_

Host  
Signature\_\_\_\_\_

Date\_\_\_\_\_