**Student Exchange Application form**

**Family Name:**

**Address of Family Home:**

**Landline Telephone Number:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Mothers Details** |  | **Fathers details** |  |
| Name |  | Name |  |
| Profession |  | Profession |  |
| Mobile No: |  | Mobile No  |  |
| Hobbies |  | Hobbies |  |
| Emergency Contact number/s |  | Emergency Contact number/s |  |

Does anybody at home speak a foreign Language?

If so which language?

**Exchange Preferences**

What dates would suit you best to send your child abroad?

How many weeks / months does s/he wish to spend abroad?

For two way exchange, do you want to travel first or second or doesn’t matter?

**Exchange student’s Details**

Name

Date of birth

Gender

Hobbies and interests:

Tell us about his/ her personality:

Does s/he have food dislikes?

Does s/he smoke?

Does s/he speak or learn any foreign languages?

Has s/he ever been away from home alone before?

Please list any allergies or medical conditions of your child:

Please list any personal or behavioural conditions of your child:

Is medication required by the child?

If so please specify medications:

Is the student competent to manage administration of their medication?

Date of most recent anti-tetanus injection?

Would your child share a bedroom or need their own room?

Do you want an exchange boy or a girl or doesn’t matter?

Any other details relevant to his/her health & wellbeing.

If your faith is important to you are you willing to do an exchange with a family of a different faith or no faith?

**Name & Address of the child’s school:**

**Contact details of the child’s school:**

**Brother’s sisters**

Please list names, gender, year of birth of siblings:

**Brother’s / sister’s hobbies**

Please list hobbies / interests of each of the siblings who will be at home during visit of foreign student.

**To be completed by Exchange student**

Why do you want to do an exchange?

How do you feel about doing an exchange?

What are your greatest hopes from the exchange?

What are your fears about the exchange?

How do you like to spend your free time?

Any other information, comment or question you have:

**Documents required now with this application form:**

1. **Completed and signed application form. (The form may be printed and signed or it may be filled on line with the names printed in the signature space. Receipt of the completed form by e mail together with the family details and payment of the application fee constitutes consent by all parties concerned.)**
2. **Application fee of €100. This may be submitted by cheque, by direct lodgement to our account or by on line banking. Cheques should be made payable to Chez Nous Homestay Ltd. Invoice will contain bank details.**
3. **Student photograph.**
4. **Letter of reference from the school principal or language teacher.**
5. **For two-way exchanges, an external photograph and internal photographs of family home and a Family Photo.**
6. **Dear Family letter’ from student in French/ Spanish/ German/Italian depending on exchange country.**

**Required for travel**

1. **Delegation of parental authority form.**
2. **The form is available by e mail from us and must be carried by the student, in case of medical emergency.**
3. **Permission to travel abroad alone form, together with copies of parents’/guardians’ passports should be carried by students. The form is available by e mail from us.**
4. **Travel insurance, health insurance etc. are the responsibility of the parents/ guardians and should be purchased at the time the flight is booked if not already purchased.**

**School Stay abroad:**

If requesting an exchange during the school year your child’s school must agree to release your child and provide a school report. If you are participating in a two way exchange the school must agree that the foreign student may attend school in Ireland in return if required.

**Garda Vetting** of exchange families / host families in Ireland is now mandatory. Chez Nous Homestay is registered with An Garda Siochana as an agency which can request vetting of staff and host families, and will supply the documentation and details which you will need for vetting. It is **not possible** for exchange students and families themselves, to apply directly to the Garda Vetting Unit for vetting. **We declare that no person living in the family home has a criminal record, and that no criminal prosecution is pending.**

**We are willing to have a Garda vetting completed for Chez Nous Homestay Limited on relevant family members when requested.**

**DECLARATION /Medical consent/ Delegation of parental Authority**

**A signed copy or an e-mailed copy of this page must be returned to us as part of the application. If e mailed the typed names are then taken then as signature, when received together with your family details, application form and the application fee.**

**A hard copy of this page should be printed, signed and carried with the travel documents of the student.**

**i) Declaration**

**We have read and agree to abide by the terms & conditions of Chez Nous Homestay for Exchange students / Exchange families.**

**We the parents, legal guardians and student consent to the exchange requested.**

**We /I declare that we/I am the legal custodian of the Child and have legal authority to grant the child named here permission to exit the state unaccompanied and do grant this permission from until**

**iii) Medical consent**

**We/I the undersigned parent(s)/ Legal Guardian(s) of the student named\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ authorize the local coordinator and / or the host family or their representative, to sign, in an emergency, the authorization form for anaesthesia and any medical procedure deemed medically necessary for our child throughout the duration of the stay/exchange abroad.**

**iii) Delegation of Parental Authority during the exchange.**

**We confirm that there is no circumstance or condition which makes the student unsuitable to participate in an exchange. We agree that the exchange family and or the agents or partners of Chez Nous Homestay ltd may act in loco parentis during the exchange.**

**Please Sign Below:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Signature Student’s Passport Number**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent (s) / Legal Guardians**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NOTE: The parents / guardians listed above must be the legal guardians of the child.

If a child is not living with a biological parent whose consent is required for travel, please ensure that all permissions necessary for travel are in order.

**Additional Information** For Two-way exchange families only

DETAILS OF YOUR HOME & FAMILY

**Your Home**

No. of Bedrooms

No. of bathrooms / shower facilities

Would an exchange student share a bedroom or have their own room?

Do you have pets? If so which ones?

Do you have Wi-Fi at home?

Have you specific rules about computer usage? If so please specify

Have you specific rules about mobile phone / smart phone usage? If so please specify

Have your family participated in any previous exchange? When?

**Childcare arrangements during any absences from your home**:

Please specify childcare arrangements in place in your home during any times when both parents / guardians may be away / at work.

Please describe any local facilities/camps/ activities which exchange student could participate in:

What dates would suit you best to receive a foreign student?

Does your child want to travel first or second or doesn’t matter?