

Student Ambassador

Handbook

District 5495

Arizona, United States

# Rotary International

##

## What Is Rotary? A little history….

Rotary is an organization of business and professional leaders united worldwide who provide humanitarian service, encourage high ethical standards in all vocations, and help build goodwill and peace in the world.

***Founding and Development of Rotary***

February 23, 1905. The airplane had yet to stay aloft more than a few minutes. The first motion picture theater had not yet opened. Norway and Sweden were peacefully terminating their union. On this particular day, a Chicago lawyer, Paul P. Harris, called three friends to a meeting. What he had in mind was a club that would kindle fellowship among members of the business community. It was an idea that grew from his desire to find within the large city the kind of friendly spirit that he had known in the villages where he had grown up.

The four businessmen didn't decide then and there to call themselves a Rotary club, but their get-together was, in fact, the first meeting of the world's first Rotary club. As they continued to meet, adding others to the group, they rotated their meetings among the members' places of business, hence the name. Soon after the club name was agreed upon, one of the new members suggested a wagon wheel design as the club emblem. It was the precursor of the familiar cogwheel emblem now worn by Rotarians around the world. By the end of 1905, the club had 30 members.

By 1921, the organization was represented on every continent, and the name Rotary International was adopted in 1922.

#### Rotarians: 1.2 million

#### Districts: 530

#### Countries: 200

Clubs: 34,000

#### Rotaractors (College-age): 200,000; clubs: 8,400; countries: 155

#### Interactors (High school)**:** 300,000; clubs: 13,000; countries: 113

#### ***Organization of Rotary***

* *Rotary International* - “a global network of community volunteers.”
* *The Rotary Foundation* - Rotary’s endowment fund which now receives more than $45 million each year for educational and humanitarian work around the world.
* *Rotary Districts* - composed of 45 - 60 Rotary clubs and headed by the District Governor.
* *Rotary Clubs* - composed of persons of appropriate qualifications of good character and reputation, a business or professional classification, and who serve in an executive or managerial capacity.

***Motto*** “Service Above Self”

***Ethical Principle***

One of the most widely printed and quoted statements of business ethics in the world is Rotary’s “Four-Way Test.” It is recited by Rotarians at their weekly meetings in many clubs around the world.

##

## The Four-Way Test

 **“Of the things we think, say or do ...**

 **1. Is it the truth?**

 **2. Is it fair to all concerned?**

 **3. Will it build good will and better friendships?**

 **4. Will it be beneficial to all concerne****d****?**

Rotary Youth Exchange – History and Purpose

Rotary International recognized the Youth Exchange Program as an official club activity in 1974. Its purpose is to advance international understanding, goodwill and peace.

The most powerful force in the promotion of international understanding and peace is exposure to different cultures. The world becomes a smaller, friendlier place when we learn that all people -- regardless of nationality -- desire the same basic things.

Youth exchange provides thousands of young people with the opportunity to meet people from other lands and to experience their cultures, thus planting the seeds for a lifetime of international understanding.

**Rotary’s mission** in sponsoring the Youth Exchange Program is to permit young people to learn the culture and language of a foreign country **through *active participation*** in family, school, and community life in order to further international good will and understanding.

An important aspect of the exchange program is the opportunity it offers outstanding youth to develop their *confidence, personality, and maturity* in order to be more responsible and informed citizens.

The administration of the Youth Exchange Program is the responsibility of Rotary districts, who must also abide by the rules set up by the US STATE DEPARTMENT. Although the programs and rules of each district are similar, the host district’s guidelines take precedence over those of the sponsoring district. The host district, host club and host families are responsible for each exchange student’s well-being and have the responsibility for setting their own rules and guidelines. Students should become familiar with them upon arrival.

Your Rotary safety net is worldwide and is designed to provide effective response.

# THe IDEAL STUDENT COUNSELOR RELATIONSHIP

You have each been assigned a Rotary Counselor. Their contact information is on your ID card. Make SURE they always know how to get hold of you! The counselor has a very special job and is an important part of your exchange year.

* They will involve you in the life and work of your Rotary club.
* They will help you solve problems with school
* They will help you solve problems with your host family.
* They will be an encouraging person to talk to when you are sad, lonely, sick or homesick.
* They will be GLAD to hear about your successes and good times.
* They will make sure you get your monthly allowance from your Rotary Club.
* They will help you find solutions you need for BIG problems that they can’t handle.
* They will stand by you if you get in trouble.
* They will encourage you when you want to give up.
* They will try to motivate you to do well in school.
* They will remind you of the RULES so you don’t get sent home.
* They will worry about your safety.
* They will look forward to your monthly reports.
* They will encourage other Rotarians to include you in their travels and fun times.

# INBOUND Rules of the Road

##

1. **TRAVEL.** Students shall take the shortest and quickest routes to and from the hosting country. Students will only be permitted to travel with their host families, or with adult supervision that has been approved by the host family, the host club counselor, or a member of the District 5495 YE Committee. Travel outside of the immediate area of the host community must be approved by the host club counselor and the host family. Additionally, travel outside of Arizona (outside of District 5495 and 5500) will require approval from the District 5495 District Inbound Chair, and written permission from natural parents. Without such written consent, students will not be permitted to travel outside of Arizona. **Hitchhiking is forbidden.**
2. **MOTORIZED VEHICLES**. **Students shall not, under any circumstances, own, operate or drive a motorized vehicle of ANY kind during the exchange period.** This includes, but is not limited to, cars, boats, airplanes, jet skis, wave runners, snow mobiles, recreational vehicles and farm equipment. **Students may not ride as passengers on motorcycles, nor may they skydive or bungee jump.**
3. **CONFERENCES, ORIENTATIONS, AND ROTARY MEETINGS.** Exchangees **are required to attend** our Rotary District Conference, Youth Exchange Inbound Orientation meeting, RYLA, the Sedona Hiking Trip and the YE Holiday weekend. Students may also be asked to attend Rotary Club meetings and other District 5495 functions. Failure to attend required meetings may result in termination of the exchange.
4. **SOCIAL ACTIVITIES.** The host family or such other person as has been delegated to supervise the student, must obtain the name, address and telephone number of any individuals who will be hosting the student for a dinner, party, or other function, **prior to** the student departing for the function.
5. **PARENTAL VISITS.** Any visits by natural parents should be scheduled **during or after spring break or at the end of the exchange year**. This must be coordinated with the District 5495 District Inbound Chair, the host club counselor, and the host parents. Holidays are to be shared with the host families and Rotarians. **Friends and relatives, including brothers and sisters, should not visit.**
6. **SCHOOL**. Unnecessary or unreasonable absenteeism will not be tolerated. This is a secondary school program and attendance is required in accordance with the school’s policies, regardless of whether or not the student has already graduated in a foreign country. Students are expected to achieve academic success whether or not they have graduated from school in their own country, and whether or not their grades will be sent back to and/or credited at their home country schools. Students are recommended to take the following courses, if available, when they are attending high school: American History/Government, English, and a Leadership class. **Students must attain passing grades in all subjects.**
7. **RELIGION/CHURCH.** Students shall not change religion while on the exchange. Your host family or club counselor should be immediately informed if you are pressured to join any new religion. Likewise, you shall not attempt to get anyone to join your religion while on your exchange.
8. **CONTROVERSAL BEHAVIOR.** Students are considered to be ambassadors, but they do not have immunity from the law. Students should avoid political, cultural, or religious conflicts during the exchange. Profanity should not be used. **Smoking is also not permitted** (it is illegal for those under 18).
9. **SEXUAL ACTIVITY.**  Sexual intercourse and intimate play are strictly prohibited.
10. **ILLEGAL DRUGS AND ALCOHOL.** Possession or use of any illegal drug or substance is strictly prohibited. Drinking of alcohol beverages is **NOT** permitted. **IT IS AGAINST THE LAW** to drink alcoholic beverages if you are under the age of 21 years.
11. **PERSONAL BEHAVIOR.** Your host family is responsible for your social, emotional and physical well-being. You shall respect your host parents’ wishes and requests, especially when they pertain to meal schedules, curfew hours, household chores, appropriate dress, and social courtesies. You will receive guidance and restrictions as a natural part of your host family’s routine. Students are expected to keep their rooms and bathrooms neat and clean.
12. **RELATIVES IN THE UNITED STATES.** Relatives who live in the United States will not have authority over an exchange student while that student is under the supervision and authority of the Rotary Youth Exchange Program.
13. **INTERNET/EMAIL.** Use of the Internet and email should be limited to one hour per week for at least the first two months, except for purposes of completing school work. The student should not send emails to the home country/family and friends more than one day per week.
14. **TELEPHONE CALLS**. Telephone calls to and from the student’s home country shall be limited to once per week, except for emergencies. The student should call or email his/her parents upon arrival, but the next phone call should be one week later.

1. **CURFEWS.** Students must adhere to the curfews of the city in which they live, unless the host family has established more stringent curfews which must be followed.
2. T**ATTOOING AND BODY PIERCING.** Tattooing and/or any type of body piercing including, but not limited to, piercing of ears, navels, eyebrows, tongues or any other body part by students while on an exchange in this District is specifically prohibited.
3. **COMMUNICATION WITH ROTARY CLUBS.** It is recommended that students write a letter to their home sponsoring club once per month. Students must contact their host club counselor or other host club representative at least once a month. Students are expected to attend at least quarterly regular meetings of their host club throughout the duration of their stay, and preferably students should attend meetings of their host club monthly. By the ninth month of the exchange, the students must schedule a presentation to the host club, addressing information concerning their home country, community, family, as well as their exchange experience; however, students are encouraged to provide a presentation as early as possible to their Host Rotary Clubs so that the Club will get to know the student sooner. Students may be invited to make similar presentations to other Rotary Clubs.
4. **ALTERATION OF IDENTIFICATION OR OTHER DOCUMENTS**. Any student who alters any documents, including, but not limited to: Passport, DS2019, Arizona Identification Card, Birth Certificate or High School Identification card will be immediately sent home.
5. **REASON FOR TERMINATION OF AN EXCHANGE**. An exchange student in District 5495 will be sent home, at their parents’ expense, for any of the following reasons:
	* 1. Driving a car or other motorized vehicle;
		2. Being absent from school frequently without the counselor’s consent;
		3. Possessing and/or using drugs or alcohol;
		4. Engaging in sexual activities;
		5. Damaging the image of Rotary in any way;
		6. Failing to adapt to his/her host town, city, or environment;
		7. Theft of any kind, including shop lifting.
		8. Not sending, in a timely manner, monthly reports to the District 5495 Inbound Chairperson.
		9. Tattooing and body piercing during the exchange.
		10. Altering any of the documents in item 19 above.
6. **CHANGE OF ADDRESS**.

You may NOT arrange your own host family moves. This must be handled by the Rotary Inbound Coordinator and your Local Coordinator. Every host family must have a current application, current background checks and a visit by the Local Coordinator before a student can be placed in the home. Your Rotary Counselor should work with the next host family to arrange a date of moving and the Inbound Coordinator must be notified in advance so the appropriate forms can be filed with the State Dept.

# Travel While on exchange

##### Passport/Visa & Other Legal Documents

STUDENTS: You must keep your passport and papers safe. If you need help with this you may ask your host parents. Your host parents cannot insist that they hold your papers and passport. Make sure your visa is a ME MULTI ENTRY VISA. If it is not, you may NOT go out of the country –not to Mexico or Canada even for a day trip—or you will NOT be allowed back in the country.

***Travel during your stay in Arizona – RULES!***

All travel out of district MUST be approved in advance by your District Inbound Chair. You need to provide an email from your parents that it is OK to travel (even with your host family). And, you must provide to the District Inbound Chair the dates of travel, where you will be staying, how you will get there and all contact phone information in case of emergency. You should take your ID with you (at least a copy) and your insurance card. You MUST travel with an approved adult. Please use the District Travel Permission Form.

We hope you get some opportunities to travel around our state and perhaps to other states while you are here. If you get an opportunity to do that – here is what you must do:

* If you are traveling with your host family – please contact Donna Goetzenberger and Kaley Gilmore at rye5495@gmail.com; 5495inbounds@gmail.com; to let us know your plans.
* If you are traveling with another adult - we need more time to make arrangements because the adult will need to be approved and background checked. Letters of guardianship will need to be issued.
* If your parents are planning to come – you need approval ahead of time for that. We must be informed of all travel plans.
* If you leave the US you will need your Passport, J-1 Visa, and the DS-2019 with you as well as guardianship papers.

***Plan ahead – don’t forget we must know where you are. If you get a travel opportunity – let us help you make it happen safely.***

##### Plane tickets/Return Travel

Make your return flight arrangements **no later than December 25th!** Do not overstay your visa or you may have issues returning to America in the future.

##

## Travel Approval Requirements:

Travel, other than as part of your Host Family travel, will only be permitted under the following general conditions:

\* Student possesses a letter from natural parents authorizing travel

\* School is not in session (exceptions: school sponsored trip or Rotary sponsored trip)

\* Travel is to visit relatives, other exchange students, host family relatives/friends, or for a school-, church-, or community-sponsored function.

\* The following information is provided in advance and verified by a Host Parent:

1. Where you are going

2. When you are leaving and returning

3. Who you are traveling with

4. Means of transportation

5. Where you are staying (name, address and phone number)

|  |  |  |
| --- | --- | --- |
| FOR TRAVEL WITH:- HOST FAMILY- ROTARIAN- CHURCH/SCHOOL - ANOTHER ADULT | LESS THAN 24 HOURS DURATION NEED: |  GREATER THAN 24 HOURSDURATION NEED: |
| **INSIDE****ROTARY DISTRICT**  | **HOST PARENT APPROVAL** | **HOST PARENT APPROVAL****ROTARY COUNSELOR NOTIFIED****INBOUND CHAIR NOTIFIED****If overnight with anyone other than host family – background checks must be completed.** |
| **OUTSIDE** **ROTARY DISTRICT** | **HOST PARENT APPROVAL****ROTARY COUNSELOR NOTIFIED****INBOUND CHAIR NOTIFIED** | **HOST PARENT APPROVAL****ROTARY COUNSELOR NOTIFIED****INBOUND CHAIR APPROVAL****Background checks must be completed.** |

**UNACCOMPANIED TRAVEL:**

**It is understood that the host parents will verify by personal conversation with whomever the student will be traveling or staying, all plans and itinerary for the travel.**

**There must be an adult at the destination who assumes full responsibility for the student, and who has been approved by the Host Parent, and if applicable, the Host Rotary club.**

**UNAUTHORIZED TRAVEL WILL RESULT IN THE STUDENT BEING RETURNED HOME**

# Medical Insurance

**All students should carry their Insurance card with them and host parents we recommend you also maintain a copy in easily accessible location. Information about each policy is provided below.**

**Cultural Insurance Services International (CISI)**

[www.CISI-Bolduc.com](http://www.cisi-bolduc.com/)

By Phone: (800) 303-8120 toll-free within the United States

Direct dial for Claim Status, Benefits and Eligibility: (203) 399-5130

By Fax: (203) 399-5596

By Email

Customer Service Email: cisiwebadmin@culturalinsurance.com
Enrollment Submission Email: enrollments@culturalinsurance.com

By Mail

Cultural Insurance Services International (CISI)
River Plaza
9 West Broad Street
Stamford, CT 06902
USA

Students from certain other countries have insurance from their home country, either instead of, or in addition to, the CISI insurance – please make sure they give you information about it if you are their host family.



# The role of an Ambassador

## Your Responsibilities as a Rotary Youth Ambassador

* You are a good-will, people-to-people Ambassador.
* You represent yourself and your family.
* You represent your country and your culture.
* You represent Rotary and all it stands for.

YOU might be the only person your host family and friends will ever meet from your country. Make sure you give them a great impression of your country.

## Rotary Meetings & Presentations

*Attend your host Rotary club’s meeting MONTHLY* or at least once a quarter. If you have more than ONE club who is hosting you---you MUST go to each club’s meetings several times a year.

*Obtain banners from your hosting club* to present to your club at home. Did you bring a banner to exchange?

*Write THANK YOU notes* after you visit a club or if a member takes you out to an activity.

*Do a PRESENTATION To your hosting Rotary clubs* at the end of the year!

Invite your District Chair and Inbound Chair to attend.

***Presentation***

You will be expected to speak about the exchange program or your home country, or both. The amount of time you will be given will vary greatly - from a short 2-minute talk to a full-blown 30-minute presentation.

Some clubs want to see pictures on a poster board—some clubs will have you do a computer, PowerPoint, presentation. Find out from your club! Prepare approximately 10-15 slides, number them in order of sequence, and prepare a 15-20-minute presentation with funny or factual comments. Rotarians are much more interested in you, your family, school, and town than they are buildings. Therefore, concentrate on people, events, and stories, and illustrate them with appropriate slides.

Schedule your presentation at the end of the year—but be prepared to talk ANY time a Rotary club asks you to come! TIP: If you put your presentation on index cards (one for each slide), then you can simply pull the slides and cards needed for each presentation length.

# **Public speaking**

Every exchange student will be expected to speak during their year abroad. Some students have given as many as 20 presentations, others only 2 or 3. Be prepared to speak, and search for every opportunity to tell your host country about yourself, your home, the importance of the exchange program, or whatever is important to you.

Public speaking is a valuable skill, and you have the opportunity to gain competence and confidence skill during your year abroad.

1. Tailor your speech to your audience’s interests, needs, and the time allotted to you.

2. Prepare well: \*\*. Know your topic. \*\*. Organize your talk. \*\* Rehearse.

\*\* If you use visual aids, be sure they work properly and can be seen by everyone.

3. Present well: a. Establish your physical presence; dress appropriately.

b. Speak to be heard by everyone in the room; don’t shy away from using a microphone.

 c. Avoid reading your speech.

 d. Maintain eye contact.

e. Avoid being dull! Poor presence, poor content, poor delivery, or failure to project interest in your subject inevitably equals a dull speech.

***Preparing Your Speech and Gathering Your Slides***

No one wants to hear “... and this is a building.” You have to weave a story around your slides and presentation. The best way to do that is to have a “personal” story about your slides.

Tell about your expectations before you came on exchange. What did you find? New things you learned---about yourself and the country. What new things did you accomplish during your year?

 Tell about your stay in your Arizona---tell about your travel—your experiences---your expectations---everything!!! People want to know how this year is impacting you!!!!

**SAY THANK YOU OVER AND OVER AGAIN!!!!! SHOW APPRECIATION**

# Problem Solving

PROBLEMS PROBLEMS PROBLEMS

|  |  |
| --- | --- |
| PROBLEM: | SOLUTION: |
| My little host brother keeps coming in my room and playing with my computer. |  |
| I visited my family’s church, but I really don’t want to go with them every Sunday. . |  |
| I can’t understand my teachers at school. They talk so fast. I am embarrassed to ask questions. |  |
| I’m bored. |  |
| I don’t like the food my host family serves. |  |
| I’m really sad and I cry a lot. |  |
| A friend from school wants me to go to a party. I think there will be alcohol there but I don’t want to say no. |  |
| I’m not making any American friends. |  |
| The jokes and stories my host dad tells me, make me feel uncomfortable.  |  |
| I want to go places but my host family won’t take me. |  |
| I’m gaining/losing weight. |  |
| There are some students at school who are being mean to me. |  |
| I have not received my allowance from my Rotary club. |  |
| My mother wants to come and visit for Christmas. |  |

# Reporting, Problem Solving & Misc. Topics

## Student Reporting

##### Communication

*Monthly Reports:*  EVERY month, you must send Kaley an update on how you are doing. She will provide questions to answer as an outline. PLEASE include pictures! With your consent, we would like to share some of your report to the district in our monthly newsletter.

*Write your host club President,* every month. Write a simple email to your host club president telling them what and how you are doing. Say Thank you to your club as much as you can.

*Meet monthly with Club Counselor:* Meet EVERY month with your club counselor. They are there to help you!!

## Problems - What do you do? How do you solve them?

## Your Host Country

You have a variety of problem solvers in our program:

* Your host family
* Your host counselor
* Your District Chair and Inbound Chair here in Arizona

##### Your Home Country

* Your Sponsor District Chair
* Youth Exchange Officer, in your home country
* Your parents

Small problems can either be solved with a host family member or by your counselor if you have issues with your host family. Go to a parent if the issue is with a sibling. Go to one parent or host counselor if the issue is with a parent. Always know you can write your home District Chair or YEO with questions and concerns! Don’t bother your home mom and dad with every issue—you are here to learn how to deal with things independently!

Believe it or not---Some issues may be YOUR unwillingness to adapt! Please review your rules of adapting and your success strategies for exchange. You too need to be open to new ways of doing and thinking!!!

If you are in a situation in your host family that needs immediate attention, contact your Inbound Chair and the 5495 District Chair. Examples would be: any illegal activity in your home—drugs, sexual advances by host parent(s); any activity that would constitute a violation of rules; any activity that would jeopardize your safety. If you are in a situation that you feel requires your removal from the host family, contact your counselor immediately. If you are unable to contact the counselor, contact both the Inbound Chair and District Chair immediately.

# Make the Most of Your Year!

Make a LIST of what you want to do in America!!!! Let your Rotary club know about your dreams. They might be able to help you make them come true.

1. 7.

2. 8.

3. 9.

4. 10.

5. 11.

6. 12.

GET INVOLVED!!!! Here are some ideas . . . . . . .

* Join Clubs & Extracurricular activities (hint hint… INTERACT)
* Get the name and phone number of 2 kids in EVERY class so you can call them when you need help with homework!!
* Go to weekend activities—games, social events, service projects
* If your school has an INTERACT club – JOIN IT!!!
* Join a club or activity you have NEVER done before---try out for a play---or a sports team—or play a musical instrument.
* Learn something NEW every day!!!

***Don’t be afraid to ask for help!***

# Goals and Plans to Accomplish

School

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Host Family

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Making Friends \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Being Involved with the Rotary Club

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Keeping in Touch with Rotary Back Home

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Volunteering in the Community

# Calendar of Events 2018-2019

***Note:*** *Notices will be sent in advance of all activities by email to inbound students. Notices will outline final dates and travel arrangements. Responses by each student are required upon receipt of information. Many of these functions require mandatory attendance by the student. Mandatory activities have priority over all host family, Rotary club, school (including athletics) and personal activities.* ***We cannot grant exceptions due to the federal laws that govern this program. Please don’t ask to miss a mandatory event.***

**Inbound Orientation Saturday-Sunday August 18-19, 2018**

**Phoenix, Arizona *Mandatory for Students & Host Parent(s) (both days)***

2nd & 3rd host families must also attend or make arrangements with counselor

***Mandatory for Host Counselors (Sat only)***

Washington High School 2217 W Glendale Ave, Phoenix, AZ 85021

SAT: 11:00am - 5:30pm Meeting

SAT: 6:00 – 8:30 PM Dinner @ Stan Mah’s House (directions included)

SUN: 8:00pm - 12pm

**Fall Camping Trip Friday-Sunday Sept. 7-9 2018**

**Sedona, Arizona *Mandatory for Students* Cost: bring $20 for meals on the road.**

This trip is organized and funded by District 5495 for the exchange students. We will provide transportation and leave Friday and return Sunday. Exact times to be decided. The trip will include tent camping. Students will need sleeping bags. The trip is open to any counselors or committee members who are interested in attending.

More details to come. **You may miss school on Friday.**

**Havasu Falls Hike Saturday-Tuesday Oct. 20-23, 2018**

**Havasupai, Arizona *OPTIONAL for students* Cost: $370 plus extra food money**

This is a rigorous, 11-mile hike down to the beautiful Havasupi falls, tent camping there and then hiking out. Students will need sturdy hiking foot wear that they have trained in before the hike. **If you are interested in this event, we will give you more information. You will miss school on Monday and Tuesday.** Chuck Flint and Brendan Kennedy will be coordinating this year’s trip. For more information, please email cfflint@cox.net; Bkennedy@canyonfin.com

**Holiday Christmas Trip Friday-Sunday, Nov 30-Dec 2, 2018**

**Grand Canyon, Arizona *Mandatory for Students* Cost: bring $20 for meals on the road.**

This trip is organized and funded by District 5495 for the exchange students. This annual trip is an opportunity for the exchange students to exchange holiday foods and traditions and just enjoy each other’s company at this special time of year. Transportation provided. Each student will need to bring:

--- a traditional holiday sweet treat to share (ask mom for a good recipe now!)

--- a gift that could be for either a boy or a girl (about $20)

--- warm clothes/shoes.

**RYLA Pinerock Friday-Monday, January 18-21, 2019**

**Prescott, Arizona *Mandatory for Students* No Cost**

RYLA is a Rotary teen leadership camp. It is a 4-day camp held in Prescott, Camp Pine Rock, where students from around the state and the inbound exchange students work, play and learn together about culture and leadership. Exchange student fees are covered by Rotary. Transportation is provided. This is a mandatory event for all exchange students. You will possibly miss school on Friday. Host parents, counselors and Rotarians interested in participating please see <http://ryla5495pinerock.org/> website for applications. Inbounds are registered automatically, no need to try to register again.

**Interact District Conference Saturday February 23rd, 2019**

**Phoenix, Arizona *Encouraged for all students to attend***

District 5495 Interact annual conference. Details to be announced.

**Outbound Orientation and Spring Service Project March 2019**

**Prescott, Arizona *Mandatory for Students***

We usually join with the American students who will be going on exchange next fall for a fun-filled weekend of “service above self” ☺ Details to be announced.

**Belo Tours trip to Hawaii March 2019**

**Honolulu, Hawaii *OPTIONAL for students* cost ~$2000 plus airfare**

Get ready to explore Hawaii, including its rich Polynesian influence, the biggest attack on the American Navy at Pearl Harbor, and the North Shore, legendary for its surf competitions. We will also have the unique opportunity to hike the famous volcanic mountain, Diamond Head and snorkel among the colorful fish in the beautiful clear waters of Hawaii. Let's not forget a festive and fun Hawaiian luau, with traditional hula dancers! More details to follow.

**RYLA Ponderosa Thursday-Sunday April 4-7, 2019**

**Heber, Arizona *Selected Students will attend based off of address* No Cost**

RYLA is a Rotary teen leadership camp. It is a 4-day camp held in Prescott, Camp Pine Rock, where students from around the state and the inbound exchange students work, play and learn together about culture and leadership. Exchange student fees are covered by Rotary. Transportation is provided. This is a mandatory event for all exchange students. You will possibly miss school on Friday. Host parents, counselors and Rotarians interested in participating please see <http://ryla5495.org> website for applications. Inbounds are registered automatically, no need to try to register again.

**Rotary 5495 District Conference Friday-Sunday June 21-23, 2019**

**Doubletree Resort by Hilton Paradise Valley, Arizona *Mandatory for those still in Arizona***

District 5495 annual conference. This event offers the exchange students the opportunity to meet and show appreciation to Rotarians from around the district. This will be the last event with all 2017-2018 Inbounds.

**US Summer Train Tour June-July Start Date Mid-June, 2019**

***Start in Los Angeles, CA Optional Cost: Approx. $3,500+ some meals and spending money*(Registration Deadline Nov 1, 2018 – Sign up Early)**

This is a 4-week US train tour offered by our regional organization, SCANEX. The trip covers the entire United States: LA, SF, Seattle, Glacier National Park, Minneapolis, Chicago, Niagara Falls, NYC, Boston on the 4th of July, Delaware, Washington DC, and New Orleans.

This trip is offered to students but is not mandatory. Students are entirely responsible for the cost of this trip (approx. $3,500 includes one meal per day, lodging, transportation and entry fees for scheduled events). Additional money (about $600-$800) should be allocated for other meals and spending money. START PLANNING YOUR FINANCES FOR THIS NOW if you plan to participate. More details to follow.

**For more information contact: Kaley Gilmore** **5495inbounds@gmail.com** **480-993-4628**

**If you are not planning on participating on the SCANEX Train Tour, you must return home by June 15, 2018.**

# Culture Shock and Homesickness

There are four recognizable stages of culture shock that most people who live abroad go through:

***Stage 1 – Initial Excitement or Euphoria*:** Most people begin with great expectations and a positive attitude. If anything, they come with excessively high expectations toward their prospective experiences. Anything new is intriguing and exciting. However, the similarities stand out and the recent arrival is usually impressed with how people everywhere are really very much alike. This period of euphoria may last for a week or two or up to a month, but then let down is inevitable. This first stage is often followed by:

**Wahoo!! I love it here!!!!**

***Stage 2 - Irritability and Hostility*:** Gradually your focus turns from the similarities to the differences; and these differences, which suddenly seem to be everywhere, are troubling. You become irritated with and hostile to your host culture when the deeper differences between your own culture and the host culture become apparent. You can't help feeling that things aren't just different, they're wrong - they just don't feel natural.

**Boo Hoo!! I hate Arizona! I hate school! Nothing is the same!!**

***Stage 3 - Slow and Gradual Adaptation*:** As you begin to develop real language skills and you better understand different cultural values, you begin the slow process of adapting. You then enter the last phase of:

**This is pretty good - I like it here!!!**

***Stage 4 - Biculturalism*:** You may not function like a native, but eventually you will function in such a way that you fit in relatively well to your adopted culture, while maintaining your own native cultural identity. You will become "bicultural," that is, you are able to function in two cultures with confidence.

YES! B**eing an exchange student is Awesome!!!!**

Excerpted from "The Psychology of International Living" by Dennis White, Ph.D., Sturgeon Bay, Wisconsin.

## The Cure

There is no ONE THING that will cure you of homesickness or culture shock.

Here are some ideas that might help……

* LEARN about America. One of the best antidotes to culture shock is to know as much as possible about where you are.
* ASK questions. Don’t afraid to ask why people do things the way they do. It opens the door for them to ask questions about your culture, too.
* SPEAK ENGLISH!!!! Every chance you get – talk to people. Do not be afraid to make mistakes.
* HELP someone. Look for ways to be helpful and keep busy.
* CHANGE YOUR PERSPECTIVE. Try to see things from the perspective of your host family or American friends.
* ELIMINATE STEREOTYPES. You have already discovered things are not exactly as you imagined. Keep an open mind!
* LOOK FOR THE GOOD. Even if things seem bad, you can find something good if you look carefully.
* FIND SOMEONE POSITIVE. Don’t spend time with negative people. Look for someone who will be encouraging – a host family member, your counselor, a teacher at school or an American friend who is amazed that you have the courage to do what you are doing.
* SAY YES! TRY NEW THINGS! If you get an opportunity to do something new don’t pass up the chance even. You might be surprised at what opportunities come your way.
* ADAPT - - BE FLEXIBLE! Then you will not break!
* HAVE FAITH IN YOURSELF! You will look back at the end of the year and be so proud of what you have accomplished. You will go home with skills and confidence that you never knew you had.

#  The Bee’s: MC900240777[1]

|  |  |
| --- | --- |
| **BE SUCCESSFUL?** | **HOW will I do this:** |
| **Be Proactive**  |  |
| **Be Curious**  |  |
| **Be Careful** |  |
| **Be Purposeful** |  |
| **Be Flexible** |  |
| **Be Studious** |  |
| **Be Ready** |  |
| **Be Friendly** |  |
| **Be Active** |  |
| **Be Grateful**  |  |
| **Be Helpful**  |  |
| **Be Willing**  |  |
| **Be Here Now**  |  |

**Appendix A Program Rules and Conditions of Exchange**

The following two pages contain the Program Rules and Conditions which all exchange students and their parents agreed to follow as part of the Application to the Exchange Program. These are the “universal” set of common sense rules that all Rotary District Youth Exchange Programs expect the student to comply with as a condition of the Exchange.

As a Youth Exchange Student hosted by a Rotary Club and/or District, you must agree to the following rules and conditions of exchange. Please note that districts may edit this document or insert additional rules on the reverse side if needed to account for local conditions.

**Strict Rules and Conditions of Exchange — Violations will result in student’s immediate return home.**

1) Obey the Laws of the Host Country — If found guilty of violation of any law, student can expect no assistance from their sponsors or their native country. Student will be returned home as soon as he/she is released by authorities.

2) The student is not allowed to possess or use illegal drugs. Medicine prescribed by a physician is allowed.

3) The student is not authorized to operate a motorized vehicle of any kind or participate in driver education programs.

4) The illegal drinking of alcoholic beverages is expressly forbidden.

5) Stealing is prohibited. There are no exceptions.

6) Unauthorized travel is not allowed. Students must follow the travel rules of the Host District.

7) The student must be covered by a health and life insurance policy agreeable to the Hosting District.

8) The student must attend school regularly and make an honest attempt to succeed.

9) The student must abide by the rules and conditions of exchange of the Hosting District provided to you by the District Youth Exchange Committee.

**Common Sense Rules and Conditions of Exchange — Violations will result in a district review and restrictions.**

**Severe/Consistent disregard for these rules will result in being returned home.**

1) If you state in your application that you do not smoke, you will be held to that position throughout your year. Your acceptance and host family placement is based on your signed statement.

2) Become an integral part of the Host Family, assuming duties and responsibilities normal for a student of your age and other children in the family. Respect your host’s wishes.

3) Learn the language of your host country. The effort will be appreciated by teachers, host parents, Rotary club members and others you meet in the community. It will go a long way in your gaining acceptance in the community and those who will become lifelong friends.

4) Attend Rotary-sponsored events and host family events. Show an interest in host family and Rotary activities to which you are invited. Volunteer to get involved, do not wait to be asked. Lack of interest on your part is detrimental to your exchange and can have a negative impact on future exchanges.

5) Get involved in your school and community activities. Plan your recreation and spare time activities around your school and community friends. Do not spend all your time with the other exchange students.

6) Choose friends in the community carefully. Ask for and heed the advice of host families, counselors and school personnel in choosing friends.

7) Do not borrow money. Pay any bills you incur promptly. Ask permission to use the family telephone, keep track of long distance calls and reimburse your host family each month for the calls you make.

8) Travel is permitted with host parents or for Rotary club or district functions authorized by the hosting Rotary Club or district with proper adult chaperones. Other travel must be approved by the host district contact, host club, host family and student’s own parents/legal guardians in writing exempting Rotary of responsibility and liability. Students may not travel alone or accompanied only by other students.

9) If you are offered an opportunity to go on a trip or to an event, make sure you understand any costs you must pay and your responsibilities before you go.

10) You must show proof of proper immunization.

11) Students should have sufficient financial support to assure their well-being during the exchange year. Your hosting district may require a contingency fund for emergency situations. It must be replenished by the student’s parents/guardians as it is depleted. Unused funds at the end of the exchange will be returned to the student. These funds must be turned over to your Host Rotary Club upon your arrival and is not meant to cover day-to-day expenses.

12) Any costs relative to a student’s early return home or any other unusual costs (e.g., language tutoring, tours, etc.) shall be the responsibility of the student’s own parents/guardians.

13) Students must return home directly by a route mutually agreeable to the host district and student’s parents/ guardians.

14) You will be under the Hosting District’s authority while you are an exchange student. Parents/guardians must avoid authorizing any extra activities directly to their son/daughter. The Host Club and District Youth Exchange Officers must authorize such activities. If the student has relatives in the host country or region, they will have no authority over the student while the student is in the program.

15) Visits by your parents/guardians, siblings and/or friends while you are in the program are strongly discouraged. Such visits may only take place with the host club and host district’s consent and only within the last quarter of the exchange or during school breaks. Visits are not allowed during major holidays, even if occurring during school breaks.

16) Avoid serious romantic activity. Abstain from sexual activity and promiscuity.AppendiX – B – Inbound YE Welcome Brochure - U.S. Dept. of State



The Exchange Visitor Program - WELCOME BROCHURE

United States Department of State

Bureau of Educational and Cultural Affairs

Office of Exchange Coordination and Designation

The U.S. Department of State welcomes you to the United States as an “exchange visitor” entering the country on a J-1 visa. As an Exchange Visitor Program participant, you will enjoy a unique opportunity to experience American life and culture. As an ambassador of your country, you will help educate the Americans you meet during your stay about your home country and culture. This brochure will help you understand the purpose of the Exchange Visitor Program and familiarize you with some of the Program’s major regulations and requirements that will govern your activities during your visit. We want your stay in the United States to be a positive experience. Please visit: www.exchanges.state.gov/education/jexchanges for additional information.

**THE EXCHANGE VISITOR PROGRAM**

THE U.S. DEPARTMENT OF STATE administers the Exchange Visitor Program under the provisions of the Mutual Educational and Cultural Exchange Act of 1961, as amended (The Act). The Act promotes mutual understanding between the people of the United States and other countries by means of educational and cultural exchange. The Exchange Visitor Program provides foreign nationals opportunities to participate in exchange programs in the United States. The expectation is that upon completion of your exchange program, you will return home to share your experiences with family, friends and fellow countrymen.

**WHO ARE SPONSORS?** – The U.S. Department of State designates U.S. organizations such as government agencies, academic institutions, educational and cultural organizations, and corporations to administer exchange visitor programs. These organizations are known as “sponsors”. Sponsors screen and select prospective exchange visitors based on the criteria set forth in the governing regulations contained in the U. S. Code of Federal Regulations (22 CFR Part 62). Sponsors provide participants with pre-arrival information and an orientation. Your sponsor will monitor and oversee your program in the United States. Sponsors offer or identify cross-cultural activities that will expose exchange visitors to American society, culture, and institutions. You are encouraged to participate in any such activities that also provide the opportunity to share your language, culture, and history with the Americans you meet.

**WHO SHOULD YOU CONTACT?** – Sponsors appoint individuals as “responsible officers” and “alternate responsible officers” who advise and assist exchange visitors. These officers issue the Certificate of Eligibility (Form DS-2019), and conduct official communications with the Departments of State and Homeland Security (DHS) on your behalf. If you have any questions about the regulations or any aspect of your exchange program, your initial point of contact is your sponsor. You should contact the person whose name and telephone number is shown on your Form DS-2019 unless your sponsor provided you with an alternative contact name and telephone number.

**MUST YOU COME ALONE?** – Some categories of the Exchange Visitor Program permit a spouse and/or unmarried minor children (under 21 years of age) to accompany them to the United States. A spouse or dependent of a J-1 visa holder must obtain a J-2 visa (with the sponsor’s permission) in order to enter the United States for the duration of the J-1’s exchange program.

**RULES, REGULATIONS, AND LAWS:** IT IS IMPORTANT THAT YOU understand and abide by the Exchange Visitor Program regulations, U.S. laws, and your sponsor’s program-specific rules. Regular contact with your responsible officer will help you maintain your J-visa status by ensuring that you are continually in compliance with all regulations. Some of the major requirements of the regulations are identified below:

**Register with your sponsor** – Your Form DS-2019 was created in a computerized system known as the Student and Exchange Visitor Information System (SEVIS). DHS administers SEVIS and uses it to collect and maintain information on the current status of foreign nationals and their dependents in a sponsor’s exchange program during their stay in the United States. You are required to contact your sponsor upon arrival in the United States to start your program. Contacting your sponsor ensures that data in SEVIS regarding your exchange program is accurate and current. If you fail to report to your sponsor upon arrival or otherwise fail to maintain compliance with all governing rules, regulations, and laws, there are serious consequences that may affect your ability to remain in or return to the United States in the future.

**Activities and Program Provisions** – You entered the United States to participate in an exchange program in a specific exchange category (such as an Au Pair or research scholar). You may engage in only the designated category and activity listed on your Form DS-2019. In addition to general Exchange Visitor Program regulations, you must comply with program specific regulations relating to your exchange category. If you do not know or understand these regulations, contact your sponsor.

Insurance – You are required to have medical insurance in effect for yourself (J-1) and any dependents (J-2) throughout your program. Some sponsors provide the required insurance for their participants. Other sponsors may allow you to make your own arrangements or may help to identify insurance carriers. Consult with your sponsor before your program begins to make certain that you have the required coverage. Maintenance of Status – You are required to have and retain a valid and unexpired Form DS-2019. If your sponsor changes your “status” from “active” to any other classification, your presence in the United States is no longer legal and you must return home immediately. Your sponsor may change your status to “inactive” if you voluntarily leave your program before its end or to “terminated” if you break any rules, regulations, or laws. Individuals whose status is terminated may be prohibited from entering the United States in the future.

**Required Notifications to Sponsors** – **You are required to inform your sponsor if you change your residence or telephone number, or complete or withdraw from your exchange visitor program prior to the scheduled end date.** Your sponsor is required to maintain your current contact information in SEVIS or face sanctions from the Department of State. If you fail to provide this information to your sponsor, your sponsor may change your status to terminated, as discussed above.

**Exchange Visitor Program Regulations** – The Exchange Visitor Program regulations are located in the U.S. Code of Federal Regulations, (22 CFR, Part 62). The regulations are generally available for review at the offices of your sponsor, universities, law schools, or large public libraries. These regulations and other helpful information are available on the Internet at: www.exchanges.state.gov/education/jexchanges. These regulations change from time to time, so make certain you refer to the current version of both the general regulations and the ones that govern your specific exchange category. If you have any questions about these regulations or the Exchange Visitor Program you should contact the person whose name appears on your Form DS-2019 or the alternative individual designated by your sponsor.

CONTACT INFORMATION

U.S. Department of State

Bureau of Educational and Cultural Affairs

Office of Exchange Coordination and Designation

301 Fourth Street, SW Room 734

Washington, DC 20547

Your questions and concerns can be sent to us at jvisas@state.gov

Appendix C - U.S. Dept. of State – Welcome Letter

United States Department of State

*Bureau of Educational and Cultural Affairs*

*Washington, D.C. 20547*

*www.state.gov*

Dear Student,

On behalf of the U.S. Department of State, welcome to the Secondary School Student exchange program.

This program is a great opportunity for you to experience first-hand the culture and diversity that the

United States has to offer. As a valued participant in this program, you are among thousands of high

school students from around the world serving as your country's citizen ambassador in the United States.

We want your experience to be both positive and rewarding.

As a participant in a formal exchange program you will attend an accredited public or private secondary

school, while living with an American host family who has opened their home and hearts to welcome you

to the United States. We know that with a positive attitude and respect for others you will achieve a close

and successful relationship with your host family.

We understand that you may have concerns about leaving your family and friends at home to come to the

United States and those are very normal concerns to have. I want you to know that your decision to come

to the United States is important to us and that your health, safety and well-being are our highest priority.

It is extremely important that you notify your sponsoring organization with any concerns or problems you

might have, especially if you find yourself in a circumstance that threatens your personal health, safety or

well-being or a situation that makes you uncomfortable. If your sponsor organization is not responsive to

your concerns, you should not hesitate to contact the Department of State directly through the phone

number or email address provided below. A Department staff person will be available to hear your

concerns and assist you.

Your sponsoring organization will provide you with an identification card, which lists your host family

placement address and telephone numbers, a telephone number which affords immediate contact with the

program sponsor, the program sponsor's organizational representative, and the Department of State's toll

free number (1-866-283-9090) and email address (ivisas@state.gov). You should keep this card with you

at all times and contact us if you have any concerns about your health, safety or well-being.

Best wishes for a rewarding and fun experience. Welcome to the United States!

Sincerely,

Stanley S. Colvin

Deputy Assistant Secretary

for Private Sector Exchange

Appendix D- “First Night Questions” with Host Family

To Translate to another language, go to

<http://yeoresources.org/First_Night_Questions.htm>

Sample Questions to Ask Your Host Family **SOON AFTER STUDENT ARRIVES!**

In general, ask the questions that you feel are the most important the first night and then ask the other questions over the next few days. Remember, when in doubt ask, and always try to be open and honest with your host family and your Rotary counselor. Good communication is essential for a successful exchange.

1. What do I call you?

2. What am I expected to do daily other than make my bed, always keep my room tidy, and clean the bathroom every time I use it?

3. What is the procedure for dirty clothes?

4. Where do I keep clothes until wash day?

5. Should I wash/iron my own clothes?

7. May I use the iron, washing machine, sewing machine at any time?

8. When is a convenient time for me to use the shower/bath (a.m. or p.m.)?

9. Where may I keep my toiletries?

10. May I use the family’s bathroom toiletries (toothpaste, soap, etc.), or purchase my own?

11. What time will meals be served?

12. What can I do to assist at mealtimes (help prepare meals, set the table, wash dishes, empty garbage)?

13. May I help myself to food and drink any time or should I ask first?

14. What areas of the house are strictly private (parents’ bedroom, study/office)?

15. May I put pictures or posters in my room?

16. May I rearrange my bedroom?

17. What are your rules for me with regard to alcohol and smoking?

18. Where can I store my suitcases?

19. What time must I get up (on weekdays, on weekends)?

20. What time must I go to bed (on school nights, on weekends)?

21. What are the rules for going out at night? What time must I be home?

22. May I have friends spend the night or visit during the day?

23. What are the rules about me using the telephone? Must I ask first?

26. May I make long-distance calls (overseas and within the country)?

27. How do you want me to keep track the costs of my telephone calls?

28. What is the procedure for mailing letters? What address do I use for my incoming mail?

29. Do you have any dislikes, such as chewing gum, wearing a hat at the table, loud rock music, or smoking?

30. Do my host brothers or sisters have any dislikes?

31. What are the dates of your birthdays?

32. What are the transportation arrangements (car, bus, bike, walking, etc.)?

33. May I use the stereo, TV, computer, etc., at any time?

34. Are there restrictions on computer, e-mail and Internet use?

35. What are the rules about attending religious services?

36. Would you like me to phone home if I will be more than 10 minutes late? 20 minutes late? 30 minutes late?

37. When we go out as a family, should I pay for my own entrance fee, meals, etc.?

38. What arrangements should I make for school lunch?

39. Does the Rotary club pay my cost of travel to school?

40. How do I get to the Rotary club meetings?

41. What else can I do around the house (yard work, help clean, babysit)?

42. Please tell me how to interact with the people hired to work in the household (where applicable).

43. Is there anything else you would like me to know?

Appendix E - Rotary Support System Matrix

|  |  |  |  |
| --- | --- | --- | --- |
| **RESOURCE** | **WHEN NEEDED** | **CONTACTFREQUENCY** | **COMMENTS** |
| **Host Family** | Every day | Every day | Your first point of contact with day to day needs and problems. |
| **Club Counselor****Contact info is on your ID Card.** | Problems, Successes, Social Occasions, Club Meetings | Bi-Weekly / Monthly | Establish rapport with your Host Counselor. This is your advocate if you get into trouble or need help and is your main Rotary contact for problems your host family can’t solve.  |
| **Inbound Coordinator****Kaley Gilmore****5495inbounds@gmail.com** | Monthly reportsEvent detailsProblems your host family or counselor can’t solve | Check email at least twice a week. | Kaley is your main contact people for district events and problems with your counselor or problems your counselor can’t handle. Monthly reports are MANDATORY.  |
| **Youth Exchange officers in your** **HOME country.** |  | Monthly Minimum | If reports are required, make sure you complete them. If they are NOT required – email them monthly any way!  |
|  **Your Rotary Club here in Arizona** | Problem solving, help with goals, involvement in service projects | As often as possible | The Rotarians in your club help make the exchange program possible. Get to know them and get involved in the projects of your club. THANK them for their support and for your allowance each month.Plan to do a presentation at the end of the year about your stay in America. See your club for details. |
| **ROTEX** | Emotional and YE Support | As often as needed  | Rotex will not be able to help you with technical YE problems. They are for your emotional support and mentoring only. Make sure you have contact information for one of them. |
| **Natural Parents** | Routine, non-YE problems, health emergencies | As needed but not morethan once a month if possible | LIMIT E-MAIL AND PHONE CONTACT. Give yourself a chance to adapt to your new culture. But do share the successes you are having! |

Appendix F- Emergency Contacts

**Emergency Contact List for Inbound Students**

**District Contacts**

District Governor:

 Jim Erickson, mrfun22481@mac.com;

District Chair / Outbound Chair:

 Donna Goetzenberger, 5495outbounds@gmail.com, 602-469-1293

District Inbound Chair:

 Kaley Gilmore, 5495inbounds@gmail.com, 480-993-4628

District Youth Protection Officer:

Larry Hornton, ppd918@mac.com, 602-363-9440

Non-Rotarian Contacts:

 Steve Lazere, stevelazere@yahoo.com, 602-620-1593

 Colleen Barbanell, colleenbarbanell@gmail.com, 602-578-8172

**Host Club**

|  |  |  |
| --- | --- | --- |
| Club Name: |  |  |
| Club President: |  |  |
| Club Youth Exchange Officer: |  |  |
| Club Counselor: |  |  |

**CRISIS HOTLINES & CHILD WELFARE AGENCIES**

***These numbers are for emergencies only***

***For routine problems, call your local Rotary Contacts first***

**If you are experiencing a medical emergency, are in danger, or are feeling suicidal, call 911 immediately**

**24-Hour Sexual Assault & Rape Crisis Hotlines:**

**Nation-wide Abuse Victim hotline: Safe Horizons: 1.800.621.HOPE (4673)**

**Nation-wide Rape & Sexual Assault Hotline: 212.227.3000**

[**http://www.safehorizon.org/page/rape--sexual-assault-54.html?gclid=CMK05aSSoL8CFQiUfgod\_DQAWw**](http://www.safehorizon.org/page/rape--sexual-assault-54.html?gclid=CMK05aSSoL8CFQiUfgod_DQAWw)

**24 Hour Toll Free Rotary YES/SCANEX Emergency Contact Number: 800-5STJOHN**

**National Hotlines for other services:**

* National Drug & Alcohol Treatment Hotline: 1-800-662-HELP
* National Domestic Violence Hotline: 1-800-799-7233
* National Child Abuse Hotline: 1-800-4-A-CHILD
* National Youth Crisis Hotline: 1-800-HIT-HOME
* National Adolescent Suicide Hotline: 1-800-621-4000
* Depression and Bipolar Support 800-273-TALK (8255), Twenty-four hours a day, seven days a week, <http://www.dbsalliance.org>
* National Runaway Hotline: 1-800-621-4000
* Panic Disorder Information Hotline: 1-800- 64-PANIC
* NEDA National Eating Disorders (800) 931-2237 <http://www.nationaleatingdisorders.org/information-referral-helpline>
* National Teen Dating Abuse Helpline – loveisrespect (866) 331-9474 Twenty-four hours a day, seven days a week, ttp://www.loveisrespect.org