



A Non-profit Corporation
for Student Exchange

EDUCATION TRAVEL AND CULTURE HOST FAMILY ORIENTATION SIGN-OFF SHEET

Host Family Member Name(s): _____

Student Name: _____

The orientation covered the following:

1. A detailed summary of the exchange program _____
2. Philosophy, rules, and regulations governing the exchange program _____
3. ETC and Department of State Office of Exchange Coordination and Designation contact information _____
4. Host family participation, duties, and obligations _____
5. Money matters _____
6. ETC student rules _____
7. Cross-cultural interaction and conflict resolution _____
8. Travel requests and immigration procedures _____
9. Program end procedures _____
10. Apostille and Convalidation _____
11. Reasons for and processes regarding termination of program _____
12. Health insurance _____
13. How to identify and report sexual abuse _____
14. Student enrollment in school (no ESL/required coursework) _____
15. Emergency procedures _____
16. J-1 Visa regulations, including required meetings with coordinators and monthly reports _____
17. A complete student application _____
18. I certify all host family members over the age of 18 have completed a background check _____

Signed _____

Date _____