



Rotary District \_\_\_\_\_

Applicant Name \_\_\_\_\_

## Rotary Youth Exchange – Long-Term Exchange Program

### Application Checklist

**Use this checklist to ensure that you have all of the necessary parts for your application.** All online portions of the application should be completed and submitted to your District Outbound Coordinator. All supplemental documents must have original signature **in BLUE INK**. Submit one copy of supplemental documents with certified birth certificate and official transcripts as directed by your sponsor Rotary Club or District. We recommend you retain a complete copy of all documents for your records.

Sec.	Application Component	<input checked="" type="checkbox"/>
A	Completed online - Personal information about you, family, school	<input type="checkbox"/>
B	Completed online - Student and Parent's letters completed with photos attached (4)	<input type="checkbox"/>
C	Medical History and Examination <b>completed</b> and <b>signed</b> by physician	<input type="checkbox"/>
D	Dental Examination <b>completed</b> and <b>signed</b> by dentist	<input type="checkbox"/>
E	Rules and Conditions of Exchange, Declaration, and Permission for Medical Care and Release of Medical Records and Liability signed by student and parents.	<input type="checkbox"/>
	Club and District Endorsement (Visa Application Supporting Document)	<input type="checkbox"/>
	Notarized Parent/Guardian Signature Page(s) - one for each parent/guardian	<input type="checkbox"/>
	Completed online - Secondary School Personal Reference.	<input type="checkbox"/>
	Official transcripts for past 2 years of school.	<input type="checkbox"/>
	Government issued certified birth certificates (recommend 3 - visa, exchange, passport)	<input type="checkbox"/>
<b>Additional Forms Required by Sponsor District (if any)</b>		
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>