
Instructions for Rotary Youth Exchange Program Application

Read all directions on each page carefully **before** completing the application. Use the checklist on the last page to ensure that you have completed all sections and obtained all necessary signatures.

If you are accepted as an exchange student, this application will be sent to your host country and will serve as your introduction to the people who are being asked to host you. The information you provide will help to determine your acceptance in the Rotary Youth Exchange program, and your placement in a host family, school, and community. Furthermore, your information will be provided to Rotary International. It will only be used for official RI business and will not be sold to or shared with third parties, unless its release is required by law.

Components of Your Application

Your application consists of the following:

Separate online link sent requesting the following information: personal information about you, your parents/guardians, background, school, language, emergency contact, student letter, parent's letter, and photos of you, family, home, activities, etc.

Separate online link will be sent for school reference.

Separate online link for country selections in order of preference.

This package which contains supplemental documents to be submitted in hard copy with original signatures include:

Section C - Medical (2 pages)

Section D - Dental

Section E - Rules and Conditions of Exchange, Declaration, Medical Permission & Release (2 pages)

Sponsoring Rotary Club and Rotary District Endorsement

Government issued certified birth certificate

Parent/Guardian notarized signature pages (1 for each parent)

Official school transcripts for past two years

Filling Out Your Application

Your application **must** be legible. Only computer-generated (or typed) applications are accepted (no hand-written applications). Answer all questions completely and as asked (*do not* write "same," "see above," or "see page ____"). Enter your information directly onto the application unless directed otherwise. Make sure to use correct grammar and spelling. Make note of the formats specified for date fields and other items.

Wherever the application asks for your full legal name, enter your name **exactly as it appears on your passport or birth certificate.**

Additional Instructions

The deadline for this application will be established by the sponsoring Rotary District and local Rotary Club. Applications WILL NOT be accepted after the deadline date. They will also dictate the number of copies you are required to submit.

Hand-written applications will not be accepted. Most pdf readers can be used to complete your application on a laptop or pc.

When putting the applications together, **use only PAPER CLIPS.** Do not staple or otherwise bind your applications.

Questions?

If you have any questions about completing this application, check with your local Rotary club's Youth Exchange Officer. Once you've completed your application, return it to your local Rotary club/district as they've instructed.