



SANTA MONICA SISTER CITY ASSOCIATION



## STUDENT AMBASSADOR EXCHANGE PROGRAM APPLICATION

Select which city you are applying for

\_\_\_\_\_ FUJINOMIYA, JAPAN

\_\_\_\_\_ HAMM, GERMANY

\_\_\_\_\_ MAZATLAN, MEXICO

Nathaniel Trives, VP, Japan

Monika White, VP, Germany

Ruth Fragoso, VP Mexico

Santa Monica Sister City Association



**SANTA MONICA SISTER CITY ASSOCIATION  
STUDENT AMBASSADOR EXCHANGE PROGRAM  
REQUIRED DOCUMENTS CHECKLIST**

**Submit application by Friday, March 31, 2017 to:**

**Andrea Bjornlie, [smsca1961@gmail.com](mailto:smsca1961@gmail.com) (reference *SMSCA Ambassador App* in the reference field) or mail to 441 Marguerita Avenue; Santa Monica, CA 90402**

**Questions: 310-998-7859**

- Student Application form, including current picture of yourself
- Student and Parental Consent for Authorization to Review Student Records form
- Host Family Application Form with family picture attached
- Copy of your High School transcript
- Have your three (3) letters of reference from the persons on your reference list send your reference directly to [smsca1961@gmail.com](mailto:smsca1961@gmail.com) (make sure they reference your name and SMSCA in the reference field). One must be from a school contact such as a faculty member or principal. One must be from a long time adult acquaintance in the community who is not related to the applicant.
- Student letter to the Host Families
- Student statement of why they want to participate in the SMSCA Student Ambassador Exchange Program.
- Parent letter to the Host Parents

If accepted in the Program you will be required to submit the following:

- Emergency Contact Information Sheet
- Certificate of Health (Part I to be completed by parent and Part II to be completed by physician)
- Student Waiver, Release and Indemnity Agreement; Emergency Medical Authorization and Participation in the Voluntary Excursion (**form must be notarized**)
- Release of Liability (**form must be notarized**)
- Photo Release for Promotional activities, Facebook, website and traditional media
- Proof of Health Insurance
- SMSCA membership
- Copy of Passport (must be at least 6 months before expiration)

**SANTA MONICA SISTER CITY ASSOCIATION  
STUDENT AMBASSADOR EXCHANGE PROGRAM  
Student Application Form**

[www.santamonicasistercity.org](http://www.santamonicasistercity.org)

(For High School students residing in Santa Monica)

Attach photo here

Student's name \_\_\_\_\_ Student's email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home phone \_\_\_\_\_ Cell phone \_\_\_\_\_

If you are a Santa Monica resident how long have you lived here? \_\_\_\_\_

Current High school \_\_\_\_\_

Grade point average \_\_\_\_\_

**PARENT/GUARDIAN CONTACT INFORMATION**

**Please Type or Print**

	<b>Father/ Guardian # 1</b>	<b>Mother / Guardian # 2</b>
<b>First &amp; Last Name</b>		
<b>Email Address</b>		
<b>Cell Number</b>		
<b>Daytime Phone</b>		
<b>Evening Phone</b>		
<b>BEST Mailing address:</b>		

**STUDENT'S DATA**

Date of Birth	Current Age	Birth City/State
Birth Country	Country of Citizenship	Grade in September after exchange
Gender M _____ F _____	What languages can you speak?	Do you have a current Passport? If yes, please add date of expiration, issue date and country of issue.

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**STUDENT'S EDUCATION (Include all honorary organizations of which you are a member.)**

Dates of Attendance	Schools Attended/ Location	Grade Point Average	Certificates/Awards/Honors

**EXTRA CURRICULAR ACTIVITIES (List student organizations, committees, activities of which you are or have been a part in high school. Be specific; include offices held and length of time with each organization. List your volunteer services and community projects while in high school.)**

Organization's Name – Years involved	Activity	Frequency (Daily, Weekly, Monthly)

**SLEEP AWAY FROM HOME/CAMP EXPERIENCES**

Organization	Location	Duration of stay

**LIST NAMES OF YOUR REFERENCES (The ones who are completing confidential referral forms)**

Name	Relationship	Phone	Email

If selected I \_\_\_\_\_ (print student name) agree to host a student from the Sister City in my home for two weeks this summer and to travel to the Sister City for two weeks and participate in all SMSCA Student Ambassador Program activities both in the Sister City and in Santa Monica. Upon my return I agree to be available to present, discuss, and share my learning experiences with the SMSCA, my school and at other community events.

Signed \_\_\_\_\_ (date) \_\_\_\_\_

I \_\_\_\_\_ (print name of Parent/Guardian) agree to have my child travel to the Sister City for two weeks and participate in all SMSCA Student Ambassador Program activities. If selected we agree to host the student from the Sister City in our home for two weeks. We have completed a host family application.

Signed \_\_\_\_\_ (date) \_\_\_\_\_



## SANTA MONICA SISTER CITY ASSOCIATION



### **STUDENT AND PARENTAL CONSENT FOR AUTHORIZATION TO REVIEW STUDENT RECORDS**

I hereby authorize and consent to the collection of my high school grades, honors, extra-curricular activities and other related records requested.

I further understand that this information will be reviewed by authorized members of the Santa Monica Sister City Association in considering me for the Student Ambassador Program, and hereby consent to that review.

Student

Date

\_\_\_\_\_   
Parent / Guardian

\_\_\_\_\_   
Date



## SANTA MONICA SISTER CITY ASSOCIATION



### HOST FAMILY APPLICATION

Name of hosting student: \_\_\_\_\_

HOST FAMILY INFORMATION		Host Family Photo (will not be returned)	
Family Name:			
Address:			
City:	State:		
Zip:	County:		
Home Telephone: ( )			
Email Address:			
Adult/Parent's Name:	Age:		
Adult/Parent's Name:	Age:	Occupation:	Work/Cell Telephone: ( )

#### OTHERS LIVING IN HOST'S HOME

Name	Sex	Age & Grade	Hobbies/Interests/Personality Traits

**For Student Exchanges:** If parents work outside the home, who will assume responsibility when parents are away? \_\_\_\_\_

Describe family interests: \_\_\_\_\_

	Check those that apply to your household	Check those desired in your exchange destination household
<b>Smoking</b>		
<b>Non Smoking</b>		
<b>Smoking forbidden</b>		
<b>Detached House</b>		
<b>Trailer Home</b>		
<b>Apartment</b>		
<b>No Pets in home</b>		
<b>Cats in home</b>		
<b>Dogs in home</b>		
<b>Other _____ pets in home</b>		

Are there any special health considerations in the family?  Yes  No If yes, please explain:

Would your exchange guest(s)/student be expected to attend religious services with you?  Yes  No  
 Religion affiliation (optional): \_\_\_\_\_ If your guest(s) requests attending an alternate religious service, will you accommodate?  Yes  No



In the event we have more host families than we need for this exchange, would you be interested in being an alternate?  YES  NO Would you like your application kept on file as a future host?  YES  NO

YES  NO Our family is a current member of the Santa Monica Sister City Association. If not, are you willing to join? \_\_\_\_\_

Language Ability: Describe languages, other than English, spoken by family members living at home, and the person's skill level:

\_\_\_\_\_

Has your family hosted an exchange student before?  Yes  No

If "yes," from what Country: \_\_\_\_\_ When:

\_\_\_\_\_

Name of Program:

\_\_\_\_\_

Why is your family interested in hosting an international exchange student?

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

Describe the sleeping accommodations you can provide for an exchange student. (Rooms/beds available, shared or private bathroom, etc.) \_\_\_\_\_

Prefer:  Male  Female  Either is acceptable

If our first choice is not available, we will accept someone of a different sex:  Yes  No

**WE UNDERSTAND/CONFIRM**  
(Please initial each statement)

- If selected as a host family, our family will treat the exchange student as one of the family members; we will make a conscious effort to include the visitor in all family activities. \_\_\_\_\_
- We understand that we are responsible for housing, feeding, transporting and providing entertainment for the exchange student while in our home. \_\_\_\_\_
- SMSCA will provide an orientation session and orientation materials. We understand that we are expected to read the information and familiarize ourselves with this material and attend the orientation session in preparation for this exchange. \_\_\_\_\_
- All applicants will receive notification of selection as soon as possible by SMSCA. Selection is based on references, application, and ability to closely match participants and families. \_\_\_\_\_
- Our family will be flexible, patient, and willing to communicate both verbally and non-verbally while hosting a person from another country. \_\_\_\_\_
- No member of our immediate family has ever been arrested or convicted for child abuse, drug abuse, or any other criminal offense. \_\_\_\_\_
- We will contact SMSCA immediately if illness or other problems occur. \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

Host Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_



## SANTA MONICA SISTER CITY ASSOCIATION

### STUDENT AMBASSADOR EXCHANGE PROGRAM

#### CONFIDENTIAL REFERRAL FORM

Student's Name: \_\_\_\_\_

The above student has applied to travel to \_\_\_\_\_ as a student ambassador from the Santa Monica Sister City Association. We are looking for students who would represent our City and Nation in the best possible manner. Please keep this in mind when completing this form. The applying student has identified you as one of their references. **Please complete this form and mail it to: Andrea Bjornlie, SMSCA, 441 Marguerita Avenue, Santa Monica, CA 90402 or e-mail to: [smsca1961@gmail.com](mailto:smsca1961@gmail.com)** (make sure you reference the applicant's name and SMSCA in the reference field). **This information will not be shared with the student or family. Thank you.**

1) How long have you known this student and in what capacity? \_\_\_\_\_

\_\_\_\_\_

2) Please rate the student (5 – Very positive); (1 – Behaves poorly) in the following areas:

Represents a typical American Teen	5	4	3	2	1
Respectful of differences in culture/religion	5	4	3	2	1
Follows directions of adults immediately	5	4	3	2	1
Demonstrates polite behavior	5	4	3	2	1
Positive/confident in unfamiliar situations	5	4	3	2	1
Shares with peers and foreign students	5	4	3	2	1
Displays interest in cultural activities	5	4	3	2	1
Actively participates in group activities	5	4	3	2	1

3) Comments or concerns regarding this student:

\_\_\_\_\_

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Contact phone number \_\_\_\_\_ Email \_\_\_\_\_

### **Student's Letter to Host Family**

Write a letter introducing yourself to your host families. Keep in mind that this will be their first impression of you. Incorporate your answers to the following questions, providing as much detail as possible (if you need help generating details, also consider the italicized questions in parentheses). Type your letter on a separate sheet (or sheets) of paper, and include your name on each. Attach your letter to this page. Maximum length: 3 pages.

1. What do you do when you have free time?
2. What do you do at your school? (How many subjects do you take? What are they? How long are the classes? What is your daily schedule during the school year? Start with when you wake-up and discuss only one typical day's schedule.) Are you able to choose courses at your school? If so, which courses did you choose, and why?
3. What are your school interests and activities? What leadership positions have you held?
4. How would you describe your home? (Do you have your own room, or do you share your room with others? Where in your house do you study? How far is your home from your school? Do you drive, ride a bus, or walk to school?)
5. How would you describe your community to someone who has not visited before? (Is it in or near a major city? What is the population? industry? economy?)
6. What are your interests and accomplishments? (Are you interested in art, literature, music, sports, or other activities? How did you become interested in the activity? How long have you been interested? How much time do you devote to the activity?)
7. What trips have you taken outside your country, if any? Why did you take these trips, with whom, for how long?
8. Describe your experiences sleeping away from home. (What did you like about them? What difficulties, if any, did you experience?)
9. What things do you dislike? (Do you dislike certain foods, animals, treatment by other people, etc.?)
10. What do you feel are your strong, and weak, characteristics?
11. What are your plans and ambitions for your education and career? Why?
12. What do you specifically hope to accomplish as an exchange student, both during your exchange and when you return?

## **Student Statement of why they want to participate in the SMSCA Student Ambassador Exchange Program**

Submit a typed, double-spaced essay, not to exceed three (3) pages stating why you would like to participate in this program and what you hope to gain if selected. Include why you are qualified to represent the City of Santa Monica, what you would like to share about Santa Monica, and the benefits you have derived from living here.

## **Parent's Letter to Host Family**

Write a letter to your child's host family, incorporating your answers to the following questions. Type your letter on a separate sheet (or sheets) of paper, and include your child's name on each. Attach your letter to this page. Maximum length: 2 pages.

1. How is your child's relationship with you and your family? What kind of relationships does he/she have with his/her friends?
2. How does your child react to disagreement, discipline, and frustration?
3. How does your child handle challenging or difficult situations?
4. What amount of independence do you give to your child? What is your child's level of maturity?
5. What makes you proud of your child?
6. Why do you want your child to be an exchange student?
7. What kind of responsibilities does your child have in your home? How responsibly does your child fulfill them?

Are there any other comments you would like to share with the committee?