

**SACRED HEART INTERNATIONAL NETWORK**

**EXCHANGE PROGRAM**

COMMON APPLICATION

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| SCHOOL INFORMATION | |
| **NAME OF SCHOOL HERE** | |
| **School address:** |  |
| **School website:** |  |
| **Coordinator First & Last Name:** |  |
| **Coordinator Email Address:** |  |
| **Phone Number:** |  |
| **Dates of current academic**  **year at your school:** |  |
| **Nearest airport:** |  |

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| STUDENT INFORMATION | |
| **First name:** |  |
| **Last name:** |  |
| **Date of birth (day/month/year):** |  |
| **Mobile & home phone number:** | Mobile: Home: |
| **Grade:** |  |
| **Email address:**  **(or other means by which you**  **would like to be contacted)** |  |
| **Total years at Sacred Heart school:** |  |
| **Religious affiliation:** |  |
| **Health, allergy, & dietary information:** |  |
| **Are you a boarder at your school?** | Yes No |

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| FAMILY INFORMATION | |
| **Parent/Guardians’ marital status:** |  |
| **If they are divorced, where do you plan to host your exchange student?** | For the purposes of the program, it’s important that your guest not change homes every week. |

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| **Parent/Guardian #1 Information** | | **Parent/Guardian #2 Information** | |
| **Last name:** |  | **Last name:** |  |
| **First name:** |  | **First name:** |  |
| **Occupation:** |  | **Occupation:** |  |
| **Home Address:** |  | **Home Address:**  **(If different)** |  |
| **Mobile number:** |  | **Mobile number:** |  |
| **Email address:** |  | **Email address:** |  |

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| **Siblings (Name, Gender, Age)** | **Pets (Name, kind of animal)** |
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| **Emergency Contact (other than parents):** | |
| **First & Last name:** |  |
| **Relationship to student:** |  |
| **Mobile & home phone number:** | Mobile: Home: |
| **Home address:** |  |

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| EXCHANGE INFORMATION | |
| *Please discuss these details with your family before submitting your application.* | |
| **Rank 5 schools/countries that you would like to visit**  (your exchange coordinator will do her/his best to find a match in one of those schools but it is not guaranteed). | 1.  2.  3.  4.  5. |
| **How do you feel about boarding if your exchange student is a boarder?** |  |
| **Details about preferred length and timing of visit:** |  |
| **When can you host a student in your home?**  **(If you cannot host, please see your exchange coordinator to discuss options.)** |  |
| **Is there any time you absolutely cannot host?** |  |

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| QUESTIONS FOR STUDENT |
| ***Please be as detailed as possible*** *to allow us to find the best match for you! Remember, these answers are also your first impression for your host family.* |
| **1. Why do you want to be a Sacred Heart exchange student? Please frame your answer within the Education Principles (5 goals, values, philosophy…)** |
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| **2. What do you hope to gain from your participation in the exchange program?** |
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| **3. What personal qualities will help you while traveling and also while hosting?** |
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| **4. What relevant experience have you had to prepare you for your participation in the exchange program? (travel, contributions to your school community, etc.)** |
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| **5. What do you do after school? What do you do on the weekend? What are your hobbies?** |
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| **6. What responsibilities do you have at home? Have you ever held a job? If so, describe briefly.** |
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| **7. You will be inviting an exchange student into your home to become part of your family. Please describe your parent(s)/guardian(s), siblings, and anyone else who lives at home with you.** |
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| **8. What will you do to make your exchange student feel welcomed both at home and at school?** |
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| **9. Describe your school, school day routine, lunch time, boarding school if you are a boarder, subjects you study, how much homework you do each day.** |
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| **10. What are your favorite academic subjects? Do you have an idea of your career choice?** |
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| **11. What mode of transportation do you use to get to and from school?** |
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| **12. What do you expect will be the biggest challenge for you as an exchange student? If you are matched as an exchange student, how will you participate in the school community and home life of your host family?** |
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| RECOMMENDATIONS | | | |
| *Please list two faculty or staff members who know you well and can provide a recommendation for your participation on the exchange program. Please have a conversation with this person before listing their names.* | | | |
| 1. **Name:** |  | **relationship:** |  |
| 1. **Name:** |  | **relationship:** |  |

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| LETTER TO SACRED HEART EXCHANGE STUDENT |
| *Please write a personal letter to your future exchange student. Please do your best to compose this letter in the language spoken at your host school.* |
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| QUESTIONS ABOUT FAMILY |
| **1. Describe your home, neighborhood and community.** |
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| **2. Please describe the living/sleeping arrangement for the exchange student.** |
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| **3. Does your family eat meals together? How often?** |
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| **4. What is your arrangement for your lunch during the school day?** |
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| **5. Will one or both parents/guardians be home during the entire stay of the exchange student? If both parents/guardians are away overnight, who will be the responsible adult staying in the home? If this is currently unknown, please ensure you have identified someone prior to hosting.** |
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| **6. Is your home a smoke-free environment? If no, please explain how you will welcome a student who is not allowed to smoke.** |
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| **7. Does your family attend mass on Sundays or another religious service?** |
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| **8. Do you have a curfew for your child? Weekday? Weekend?** |
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| **9. Do you have rules/limitations for technology use in your home? Please explain.** |
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| **10. Are there other rules of the house of which the exchange student should be aware?** |
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| **11. Do you anticipate any family trips during the time the exchange student would be living with you?** |
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| PARENT/GUARDIAN QUESTIONS REGARDING STUDENT |
| **1. Please describe your child. Please give us an idea of your child’s personality and characteristics, so that we can find the best exchange match for your child.** |
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| **2. What do you expect will be your child’s greatest challenge during their participation in the Sacred Heart International Exchange Program?** |
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| **3. Please write here what you think is important to consider for your exchange (diet restriction, prescription medicines, allergy, or anything else you would like to mention).** |
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| PHOTOS |
| *Paste at least 2 pictures of your family, pets, and friends (unless you are not allowed due to privacy considerations).* |
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| ACKNOWLEDGEMENTS & SIGNATURES |
| *Please read and sign below after reading the following statements, indicating your acknowledgement of the commitments you make as a family when participating in the Sacred Heart International Exchange Program. Typing your name below indicates your approval of the information provided.* |
| **PASSPORT, VISA & INSURANCE ACKNOWLEDGEMENT**  Our family will secure the appropriate passport and visas for our student. Sometimes, the passports must be valid for 6 months after the return ticket date. S/he will have certification of medical insurance valid while abroad. |
| Signature of parent/guardian #1:  Signature of parent/guardian #2: |
| **COMMITMENT TO SACRED HEART NETWORK EXCHANGE PROGRAM**  Participation in the Sacred Heart International Exchange Program is a serious commitment. The host student and family commit to being involved in campus life while hosting and to sharing their experience with the community after their experience has ended. |
| Signature of parent/guardian #1: Signature of student:  Signature of parent/guardian #2: |
| **FINANCIAL COMMITMENT ACKNOWLEDGEMENT**  The Sacred-Heart International Exchange program involves no extra fees. As the exchange is reciprocal, no school fees are payable to the host school. Families will continue to pay fees to their own school. |
| Signature of parent/guardian #1:  Signature of parent/guardian #2: |
| **APPLICATION AGREEMENT**  This application form is your expression of interest to participate in the Sacred Heart Network Exchange Program as a reciprocal (host & travel) exchange student or as a host-only student. **It is not a guarantee of acceptance.** You may not apply to the Sacred Heart Exchange Program if you are currently considering attending another school next year. When considering applications, preference is given to students whose application clearly shows that they are genuinely interested to learn about the Sacred Heart school and about the chosen destination. The applicant also needs to show her/his ability to fit in with the life of her host family. The applicant is asked to comply with the school’s routines and policies and attend the classes offered by the host school. He/she will have to sign the attached expectations form as a part of the application process. If the applicant is deemed a suitable candidate for the exchange program, we will make every effort to find an exchange match.  It is imperative to follow through with the exchange once the process has been initiated with the host school. |
| Signature of parent/guardian #1: Signature of student:  Signature of parent/guardian #2: |
| **DATE APPLICATION WAS COMPLETED:** |