

Culver City Sister City Committee

STUDENT EXCHANGE APPLICATION INSTRUCTIONS:

1. All application documents, unless otherwise identified, must be completed by the parent including affixing a recent photo of the student to the application and a family photo to the Host Family Application.
2. Confidential Referral Forms must be completed by 2 (two) referring teachers or instructors and at least one additional reference from a long-term acquaintance. Confidential forms must be mailed to our P.O. Box (below addresses) or emailed to our organization at ccsc.inc@gmail.com. Download 3 copies to distribute. **Referral Forms are to be mailed directly to CCSCC and not sent in by the applicant.**

The following items MUST BE ATTACHED to this application or it will not be considered:

1. Most recent transcript and grading period report
2. A 2-page essay, written by the student, telling why he/she would like to participate as a delegate in this exchange program. The essay must include what benefits participants expect to derive from this experience and how they would share the American culture with their host family.

Delegates are representatives of both Culver City and the United States of America and display respect for other cultural and religious differences.

Forms to be completed include:

- 1-Student Application Form (2 pages) with photo
- 2-Student Information Sheet
- 3- Emergency Contact Information
- 4- Photo Release
- 5- Certificate of Health signed by Physician (3 pages)
- 6- Release of Liability signed by both parents (2 pages)
- 7- Host Family Application with family photo

All members of the family over age 18 at the time of hosting must undergo a confidential background check. Each family member will be sent a link to authorize the check at no cost to the applicant.

Acceptance into the program is contingent upon everyone on the household clearing the background check.

APPLICATION DEADLINE: _____ (if mailing, must be postmarked by this date)

NOTE: Each Student Exchange has a different deadline and is communicated by the Chairperson. If this form was downloaded from the website, no date will be inserted.

Please send references and completed application to the following address:

Culver City Sister City Committee, Inc.

Attention: Student Exchange Program

P. O. Box 1072 Culver City, California 90232-5307

Completed applications may be scanned and emailed to ccscinc@gmail.com. The application and photos must remain clean and clear if sending through the Internet.

Documents required after selection:

- Proof of Health Insurance
- CCSCC Family Membership Application (2 year minimum)
- Passport copy