

**International Exchange program**  
**Student Application**  
15 East 78<sup>th</sup> ST, New York, NY 10075

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(This application is for provisional acceptance only. The student's behavior, attitude and scholastic level of achievement will be considered to determine final suitability for the exchange program. The student is required to write a paragraph addressing his/her reasons for wishing to study abroad.)

<b>First Name</b>	<b>Last Name</b>
<b>Address</b>	<b>City</b>
<b>Zip Code</b>	<b>Phone Number / Cell Phone</b>

**Exchange Country**

**Proposed date to go abroad (for approximately three months)**

International Exchange Coordinator

Date

Signature of Parent

Date

(This consent implies that you will assume primary responsibility for contacting the family with whom your child will live whenever communications are necessary)

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**\*\* Please allow 4-6 months to procure your VISA! Call the Embassy of the country to which you are going to determine what documents you need to acquire.**

**Rudolf Steiner School Agreement  
International Exchange Program - For Students and Families**

**Student:**

I understand that being approved for an International Exchange Program is a privilege granted by the High School Faculty and I have a responsibility to live up to the expectations set in the guidelines. I understand that the approval for an International Exchange Program is condition upon my continued success as a student in all areas of school life.

While away on exchange, I will work to the best of my ability at the host school, be respectful of the host family and be a good ambassador for Rudolf Steiner School.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Parents:**

I understand that my child's International Exchange Program approval is conditional upon continued successful performance in all areas of School life.

I/we agree to provide all of the necessary documents and support for my child while he or she is on exchange. I have provided the School with the following documents (please check and enclose copies as needed):

Evidence of a valid passport: \_\_\_\_\_

Copies of family insurance plan: \_\_\_\_\_

Copy of International Travel Insurance Plan: \_\_\_\_\_

Visa needed: \_\_\_\_\_

Parent Signature (s): \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

**RUDOLF STEINER SCHOOL**  
**15 East 78<sup>th</sup> Street, New York, NY 10075**  
**International Exchange Program**  
**Host Family Acknowledgment Form**

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Please complete, sign and return to the School. Please retain a copy for your records.

<b>Grade:</b>	
<b>Academic Year:</b>	
<b>Exchange Period:</b>	
<b>Visiting Student:</b>	
<b>Student's Family:</b>	
<b>Address:</b>	
<b>City &amp; Country:</b>	
<b>Telephone:</b>	
<b>Cell #:</b>	
<b>Host Family:</b>	
<b>Address:</b>	
<b>City &amp; Country:</b>	
<b>Telephone:</b>	
<b>Cell #:</b>	

I/We understand and accept our role and expectations of the Host Family as outlines in the International Exchange Program guidelines. Specifically, I/we accept the responsibility of parenting the student for the entire duration of the visit. Furthermore, I/we understand that the guidelines outline minimum obligations and it is the responsibility of the Student, the Student's Family and the Host Family to make additional arrangements as necessary.

**Signed by the Host Family:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **Steiner International Exchange Program | Student Guidelines**

Rudolf Steiner High School offers a possibility of an International Exchange Program to another Waldorf School in the Tenth Grade year. The program allows mature and motivated students to learn and live in a foreign country for approximately three months. An International Exchange Program fosters competence and fluency in a world language and immersion in a different cultural environment.

Each year, the High School Faculty and the World Language Department determine how many exchanges will be available for the following year.

### **Host Country Possibilities**

The School maintains relationships with Waldorf Schools in Germany, Austria, Switzerland, France, Spain and Argentina to arrange International Exchanges.

### **Application Guidelines**

#### **How to Apply:**

There is a formal application process that includes written statements and agreements for both students and parents. Students and families must start the application process at the end of the first semester of the 9<sup>th</sup> grade year.

Interested students should speak to their world language teacher to start the application process.

#### **Qualifications for Students:**

- 10th grade students only are eligible for an International Exchange Program
- Four year student (students who intend to transfer to another School or are thinking about transferring to another school should not apply).
- High motivation to learn a world language
- Good standing in all aspects of school life. Students on Academic or Behavioral Probation are not eligible for an International Exchange Program. Students who go on Academic or Behavioral probation after their exchange is approved will lose the privilege of an International Exchange Program.
- B average
- Ability to be away from home for an extended period of time
- Good ambassador for the School
- Be respectful and cooperative with the rules and expectations of the host school and host family
- Report any concerns or problems while away to the International Exchange Program Coordinator.

## **Expectations of Parents:**

- Hosting a visiting student in the home: bedrooms/beds; social and emotional support (Please note if an exchange with a student of the opposite sex is possible.)
- Supporting and supervising a visiting student in life at School
- Accept the role and responsibility of parenting the exchange student for the duration of the visit.
- Enforce home and school rules and expectations
- Provide a clean bedroom (exchange student must be notified if the room will be shared)
- Provide clean towels and linen and reasonable use of washing and drying machines, subject to host family supervision
- Provide breakfast, lunch and dinner daily
- Include exchange student in family outings, trips and vacations
- Be prepared to loan or advance money to the exchange student, if needed
- The exchange experience can be initially exhausting and stressful. Be prepared to offer support and understanding. Notify the International Exchange Program Coordinator of any concerns you may have.
- Know the exchange student's whereabouts at all times.
- Problems or concerns that arise in the relationship between the exchange student and any member of the host family must be reported to the Program Coordinator.
- Medical emergencies concerning the exchange student must be reported to the International Exchange Program Coordinator and the student's family.

## **Orientation**

Families will attend an orientation at the School to help them understand what can be expected and anticipated to achieve successful International Exchange experience.

## **Credit for Courses**

Rudolf Steiner High School maintains a credit rich program for graduation. Students who participate in the full four years graduate with a credit surplus. However, when going on an International Exchange Program, students and families must understand the following:

- We do not award credit for courses taken at the exchange School.
- The regular curriculum will be enough to make up for any lost credits.
- Students who do not finish at Rudolf Steiner School and transfer to another School, may need to fulfill more credit requirements at their new School to make up for credits lost while on exchange.

## **Financial Responsibilities**

### **Tuition:**

- No extra tuition fees needed. The tuition is exchanged with the host School.

### **Expenses:**

- Arrange and finance air fare and all other travel expenses.
- Provide spending money so the students can participate in social life and cover personal expenses while away. (Please see the current exchange rate for the Euro in determining the amount needed.) Debit cards are recommended.

### **Spending Money:**

- Parents should provide adequate spending money for their child. Debit cards are best for this purpose. The monthly amount can be estimated with the help of the International Exchange Program student's family.

## **Travel Documents and Insurance**

### **Health and Travel Insurance**

- Students must have a valid passport
- Some travel documents may be needed for the host country or school (see School Support below)
- Arrange for proper health insurance coverage while away (mandatory)
- Purchase international travel insurance that would cover various kinds of expenses in case of illness and other emergencies. (mandatory)

### **School Support**

The School will provide documentation as needed to the host country or the host School through the Registrar's Office.

**World Language teachers will help facilitate all that is needed for the student to go to the host country, including host family communications.**