

Foundation for Worldwide International Student Exchange (WISE), a non profit organization.

WISE HOMESTAY APPLICATION & STUDENT 18+ years of age AGREEMENT (updated 2015+ programs)

This agreement is to provide information to students who are interested in our homestay programs. The purpose of the agreement is to assure that students fully understand WISE policy, standards, and procedures regarding our homestay. The following information must be read, understood, and signed before the student decides to participate in our program. (Please return the agreement with initials and signature where indicated and payment form with your application.) Signature constitutes agreement to terms.

PROCEDURES

- Homestay Placement Fee, is due in advance and is non refundable. Completion and submission of application constitutes agreement with fees. Placement is based upon program student is enrolled in.
- Placements are made upon host availability and student/host preferences as can be accommodated at the time of placement. Student preferences are not guaranteed.

FEES

WISE charges a ONE-TIME placement and support fee for each additional term (\$95) that the student enrolls and continues in homestay. The fee guarantees:

- ONE-TIME placement, one family.
- Proper recruitment and screening of host families
- A clean, comfortable and safe homestay environment, with a private bedroom which includes a bed, desk with adequate lighting for studying, a place to store clothing, and some closet space, and internet access for communication and homework with student's own personal computer and accessories. Host families are required to be proficient in English and speak English at home.
- Information provided when placement is confirmed.
- Post-arrival homestay orientation materials.
- On-going support throughout the student's stay with host family.

If a student requests a change of family, and the request is based on a clear indication that the family is unable to meet the standards of the program, then an additional placement fee WILL NOT be charged for matching the student with a new family. Otherwise, an additional full placement fee will be charged.

Students are required to complete and sign a Homestay Contract with the host family. Student placements are for the designated school program dates only, plus two days for arrival and two days for departure. A student wishing to extend their stay with their original host family, and the host family agrees, past the original school program completion dates will be required to pay a continuation fee of \$95 each forthcoming term/extended stay. The contract details the expectations between the host family and the student. Early departure requires a 15 day advance notice to the family and to WISE. Students should book their arriving flights no earlier than two days before their school program begins. If an earlier flight is required, please contact WISE to discuss. Additional fees will apply.

FEES: For students 18 years of age and older:

Placement fee for 4 weeks ESL, based upon school program or less only:	\$ 195
Placement fee for school programs of 5+ weeks program ESL, or college/university	\$ 295
Placement fee after current term has started:	\$ 345
Term Continuation fee:	\$95
Payment of placement fee is due with application submission.	
Optional accounting fee- for students wishing to have an account set with WISE for payment of the monthly stipend. WISE will forward payment to host on a monthly basis on your behalf.	
Per month accounting fee:	\$25

Host Family Payment:

Students pay their host families directly, on a monthly basis, with the initial payment due on the evening of the first day of the program. The fee is determined by the meal plan.

2 meals per day (breakfast and dinner) = \$812 per 4 weeks or \$29.00 per night. Paid monthly.

**** All students placed "with meal" unless otherwise requested and noted on application in the top margin.**

Room rental/ NO Meals = \$574 per 4 weeks or \$ 20.50 per night. Paid monthly.

Initial here: _____

* Host families reserve the right to charge a daily late fee (\$5 per day) if homestay fee is not paid on time per the homestay contract completed by student and host. Students should pay for the month of stipend and \$200.00.00 deposit to the host family upon move in. *Deposit is fully refundable with proper move out.

* Students are responsible for their own snacks, bottled drinks, special dietary needs, all lunch foods and paper products.

*WISE does not receive homestay stipends/fees from students or any other fees other than those listed, unless arranged by special request. Student payment account is available.

*WISE stipend rates are subject to change at the end of terms. Ensure you have updated fee information.

TERMS, CONDITIONS, MEDICAL/LIABILITY RELEASE

In anticipation of my acceptance to participate in the WISE University Homestay program, I agree to abide by the rules and regulations of the host family and WISE. I agree to attend the mandatory WISE Homestay Orientation presentation as directed in my placement letter unless otherwise excused by the program Director in advance. I also agree that if my behavior is in violation WISE policies, host family rules or WISE standards of conduct, or if an illness, accident, or injury causes me to or be terminated from the program early, I may become ineligible for continuation in the homestay program.

I hereby release WISE, its Officers, Board of Directors, Agents and employees from any and all current and future claims, charges, costs, and/or causes of action for loss of property, personal injury, illness, accident, or death sustained by me during the time I am in the WISE Homestay Program, whether covered by current insurance or not. I agree I am responsible for any damage I may cause in the homestay and agree to replace or repair as needed and instructed by the WISE Homestay Director. I agree that I am covered by my own medical insurance policy. As a "student" in the homestay program, I agree to allow access by WISE staff to my attendance records of my school of which I am attending and personal contact information.

WISE reserves the right to change the host family before or after the student arrives.

Homestay arrival for ESL and Extension programs are open two days before the school program begins. As part of the Homestay Program, participants receive room and board according to the habits and traditions of the family. Students are responsible for preparing their own breakfast and their lunch (with their own foods they have personally purchased.) It is not guaranteed that a specific type of food will be served for dinner, or that there will be a specific schedule for meals though a general time should be known. Dinner typically involves all members of the family, and students' participation will be greatly beneficial to their cultural experience and language development. Students are expected to be home for dinner time should they wish to enjoy the evening meal. Students are to participate in after meal clean-up. When away from the Host Family home, participants are responsible for their own meals out of the home or to prepare foods they have purchased. Students are not expected to work for room and board; however, participation in the daily home life/clean up is expected. Participants are expected to clean up after themselves in the kitchen and help with common areas, keep their rooms' tidy and to clean their own bedrooms and bathrooms on a weekly basis.

Most of the families do not live within walking distance to campus. Host families will show the student how to use the public transportation. All homes have public bus access for normal weekday school hours.

Transportation is the students' full responsibility. WISE does not accept requests for locations or close proximity to campus and or private bathrooms. Placements are based on availability of host families. All homestay are located near a local bus stop unless otherwise indicated. Commutes are within a reasonable bus ride travel to school. WISE makes every effort to match students with families according to the student's expressed preference; however, WISE does not guarantee that families will be available who meet all the student's criteria. Should a student choose to return and/or continue to stay with the host family at any time, both parties must honor the WISE relationship and complete all necessary documents, pay all relevant fees, and follow all policies and provisions.

RULES AND REGULATIONS

The following rules and regulations concern your behavior during your participation in the WISE Homestay Program. Sometimes, due to cultural differences, you may have questions or concerns related to your homestay. The goal of our program is cross-cultural understanding, so in these instances, please feel free to discuss the questions or concerns with the host families or the local WISE Program Staff. WISE is available by phone, email or in person by appointment.

Initial here: _____

1. The student must not break Host Family rules about smoking and alcohol use. This will vary by family. Students are not to engage in intoxicating behaviors.
2. It is illegal in California to consume any alcohol, including beer and wine, if you are less than 21 years old. Drug use, other than medication prescribed by your physician, is strictly forbidden. You must be 18 years of age to smoke in the United States.
3. Students are not allowed to borrow or use the Host Family's vehicles/cars.
4. The student may not have guests in the Host Family's home without their permission. There are no overnight guests of the opposite sex allowed in the homestay.
5. Only students under the age of 18 must follow WISE's rules/city laws for curfews.
6. As a student enrolled in the program, I agree to attend classes on regular basis as per my school schedule.
7. All medical conditions including mental health needs must be disclosed on the student application. All application information must be recorded truthfully and any omissions may result in being released from the homestay program.

HOST FAMILY CHANGES

Students expressing an interest in changing their host family, or who are facing difficulties in establishing a good relationship with their host family, should communicate with WISE Program Staff immediately. WISE will assist in helping the student resolve their personal issue with their family or concern prior to taking any drastic steps like moving them from the homestay. Depending on the reasons for wishing to change families, the Program Director may change the student immediately should there be a clear indication that the family is unable to meet the standards of the program. Under such circumstances, WISE will not charge a placement fee for placement to a new family.

Students expressing an interest to move for reasons other than the family not being able to meet WISE standards, and are not actively working toward developing a positive relationship with the family, will be charged an additional placement fee. The Program Director may need to assess the student's goals and expectations for living with a host family before determining if the student's needs and desires can be reasonably accommodated in a different homestay or within the homestay program. If the student terminates homestay prior to the anticipated last date of occupancy/mirroring the schools program, the student must give an advanced 15 day notice, or pay the stipend fee of 15 days to the host. If the host terminates the homestay prior to the anticipated last date of occupancy, the host will refund pro-rated amounts paid in advance with no deductions.

Families in our program represent many ethnicities, races, and cultural groups. Each of our families has been screened to ensure that the family meets our standards of a safe, clean, comfortable living environment, and speaks English as the primary language in their home. Our hosts represent the diverse cultural heritage of the United States and our local regions. We do not accommodate special requests with regard to a family's ethnicity, race, or cultural background; and students who feel uncomfortable about this should consider housing alternatives to homestay.

WISE reserves the right to charge an additional \$50 per hour assistance fee should additional time be incurred due to the students health, safety and or welfare. This includes matters of physical and or mental health, legal issues, natural disasters, and or any other matters outside the scope of normal homestay services.

I have read and understood this agreement and agree to be fully bound by the terms, conditions, rules and regulations of the program as outlined in this agreement. I understand failure to comply with all above information could result in my termination from the homestay program.

Student Name: (English writing): _____

Student English Signature: _____ Date: _____

(actual handwritten signature, not typed.)

Please initial, sign, date, and scan or fax the agreement, the application and the payment form to:

Email: susan@wisefoundation.com

Fax: 949-855-8971;

or postal mail to: WISE, 25422 Trabuco road, suite #105, #343, Lake Forest, CA 92630 USA

(updated October 2014.)