

BUNDLE 1: Pre-Selection **STUDENT APPLICATION & PLACEMENT; SCHOOL EVALUATION; LETTERS TO HOSTFAMILY: A1, A2, B, C1 & C2**

Dear Student:

By filling in these forms you are embarking on the very first step of quite a long process of becoming an exchange student with YFU South Africa!

Please take careful note of the following comments:

1. After filling in Forms A1, A2, C1 and C2 and obtaining the confidential school evaluation (Form B) you should contact your YFU representative immediately, so he/she can explain to you what to do next.
2. Once these forms have been handed back to your YFU representative together with your latest two school reports, a selection interview will follow, and if you are accepted, the roller-coaster ride of getting the paperwork done will begin.
3. You will then receive some more forms to fill in or have filled in and signed by your parents / legal guardians as well as forms that need to be filled in and signed by your doctor and dentist.
4. You will need to apply for a passport immediately.
5. You will have to get some passport sized photos taken of yourself.
- 6. Please note that you need to apply as early as possible for your visa. The visa application is your responsibility, but YFU will give the necessary back-up support where and when necessary.**
7. Once ALL the paperwork has been done, you need to have it collected by your YFU representative, who will forward it to the YFU office for further administration and processing.
8. If everything is in order, your file and information will be sent to your host country YFU organization, who will then start looking for a hostfamily and school for you.



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----- FAMILY INFORMATION -----

14. I live with: Mother Father Stepfather Stepmother

Other, please specify: _____

15. Name and Age of Father (or male guardian): _____
Surname First name Age

16. Occupation of Father (or male guardian): _____

17. Father Cell Phone Number: _____

18. Father E-mail address: _____

19. Father Work Telephone Number: _____
Code Number

20. Name and Age of Mother (or female guardian): _____
Surname First name Age

21. Occupation of Mother (female guardian): _____

22. Mother Work Telephone Number: _____
Code Number

23. Mother Cell Phone Number: _____

24. Mother E-mail address: _____

25. Name (-s) of my brother (-s) and age(s): _____

26. Name (-s) of my sister (-s) and age(s): _____

----- EMERGENCY CONTACT INFORMATION -----

27. Emergency Contact (in case parents / legal guardians are unavailable):

Name & Surname Telephone Number Cell Phone Number

Relationship to you



A 2

PLACEMENT INFORMATION

STUDENT NAME: _____
First Name Surname

----- **SPECIAL INTERESTS; ACTIVITIES & RESPONSIBILITIES** -----

1. What kind of activities do you and your family do together? How often? _____

2. What are your responsibilities at home? Give a short description. _____

3. Do you play a musical instrument? If yes, tell us what you play and for how long you have been playing. _____

4. Do you participate in any sport activity? If so, tell us which sports, and how often. _____

5. Do you belong to any clubs or societies (e.g. church youth; environmental; community upliftment organizations / projects; scouts)? If yes, please give a short description. _____

6. Do you have any other interests or hobbies (e.g. art, literature, cooking)? If yes, please give a short description. _____

7. What are your favourite activities in school? How do you participate in school life? _____

8. What are your favourite activities outside of school? _____

9. Please name the activities you would like to continue in your host country if you had the opportunity. _____

10. Please describe any previous travel experience outside your home country, if any. _____

11. What are your plans after the exchange year (school, further education, career)? _____



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12. How do you intend to put your exchange experiences to use after the year? _____

13. How do you picture further involvement with YFU after your exchange year? _____

14. Why should we send **you** to a foreign country? _____

15. To which religious grouping do you belong, if any (please be specific: Baptist, Anglican, Dutch Reformed, Jewish, Roman Catholic, Islam, etc.)? _____

16. How often do you attend religious services?

- Many times a week Weekly Occasionally Seldom Never

(Note: Keep in mind that your host family may have a different religious affiliation than you. You may even be placed with a family that does not practice your religion at all.)

17. Which religious services are you interested in attending in your host country?

- My own My host family's, even if different My own and my host family's
 I do not wish to attend

18. How often would you wish to attend religious services, if available?

- Weekly Occasionally As often as my host family attends



19. Do you have any restrictions concerning food?

- Yes
- No

If yes, please specify: _____

20. Do you suffer from any health restrictions or physical disabilities that could affect your participation in sport and other activities?

- Yes
- No

If yes, please specify: _____

21. Do you have allergies?

- Yes
- No

If yes, please explain which allergies you have (e.g. hayfever, asthma, food allergy).

.....

In which form do the allergies occur and how often? _____

What treatment is necessary for your allergies? _____

What type of medication is needed for your allergies and how must it be used?

- Injection
- Oral
- Nasal
- Other (please specify): _____

Will you be bringing your own allergy medication with you? _____

22. Are you able to live with pets?

- Yes
- No
- Inside the house
- Outside the house only



23. Are you prepared to live with a family who smokes?

- Yes
- No

If not, why? _____

24. Do you smoke?

- Yes
- No

Please sign the statement below:

I understand that there may be laws restricting smoking in my host country or host school, or that my host family may have objections regarding smoking in their home. I agree to honour these laws or restrictions.

Signature of student: _____

25. It may be possible that you will be asked to share a bedroom with a host-sibling in your hostfamily. Please state here whether you are prepared to share a room in your host family's home:

- Yes
- No

If not, please explain why: _____

26. Do you have a valid passport?

- Yes
- No

If yes, please attach a copy of it. If not, please consider that you should apply immediately as it can take a long time before the passport is issued. **You cannot travel abroad without a valid passport!**

27. What is your first choice host country? _____

What is your second choice host country? _____

Briefly motivate your choices: _____

28. Please indicate the departure month and year of the program you are interested in:

29. Please indicate the type of program you are interested in (e.g. 1-year high school; semester high school; 6-week summer program):



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30. How did you find out about the YFU programme?

- South African student that went abroad with YFU
- YFU exchange student from abroad
- YFU presentation at my school
- YFU website
- Other. Please specify: _____

Note to student: Please provide copies of your latest 2 school reports when handing Forms A1, A2, B, C1 and C2 back to your YFU representative. The selection interview panel will need your school reports as part of their final assessment of your application. The selection interview will be arranged as soon as possible after you have handed these forms back to your YFU representative.

----- STATEMENT OF AGREEMENT -----

I, the student, hereby apply to participate in the Youth for Understanding (YFU) International exchange programme. I have answered all questions to the best of my ability and all information is true and correct. We, the natural parents hereby give permission that our child applies for participation in the YFU International Exchange programme. Furthermore, we, the student and natural parents, understand and accept that YFU, in making its student selections and placements, does not discriminate on the basis of race, color, national origin, sexual orientation, religion, or gender. Individuals with disabilities will be accommodated to the best of YFU's ability. Lastly we understand and agree that we, the natural parents, are ultimately responsible for our child's visa application should he or she be positively selected for the YFU program, and will undertake to apply for our child's visa in good time and adhere to the requirements provided by both YFU South Africa and the hosting YFU organization; we understand that we cannot hold YFU South Africa responsible for the non-issue or delayed issue of our child's visa, and that all costs related to the visa will be carried by us.

Signature: Student _____ Date _____

Signature Father (Male Guardian) _____ Date _____

Signature Mother (Female Guardian) _____ Date _____



B

SCHOOL EVALUATION

-----PART 1: TO BE COMPLETED BY STUDENT-----

- Please give this form (Form B) to one of your school teachers (YFU prefers it to be either your school principal or your class teacher or grade head) who has known you for at least 1 year;
- Please type or print in black ink in clear handwriting:

Student's Name: _____

Grade and Class: _____

-----PART 2: TO BE COMPLETED BY SCHOOL REFEREE-----

Dear School Referee,

We ask you to kindly serve as referee for the above named applicant with regard to his/her qualification for an educational exchange programme in a foreign country. YFU will appreciate and accept as confidential your frank and honest evaluation of this student's readiness for responsible participation in an international exchange programme. This student cannot be considered for admission to our programme without your evaluation. Therefore, please complete, sign with an official stamp of your school, and return this form as soon as possible to the student or the YFU representative **IN A SEALED ENVELOPE**.

In your confidential evaluation, please consider (among others) the following points:

- Requirements for applicants include, but are not limited to, sufficient willingness and ability to adapt to a foreign family, school, and social environment, self-discipline and sense of responsibility, stability, the ability to recognize and solve problems, and a genuine interest in and empathy for the perspective of others.
- Applicants should be able to reflect upon, evaluate, and articulate their exchange experience in a manner appropriate for their age.
- School performance and aptitude need not be described as YFU asks all applicants to supply their last two school reports.

In order to assist you in your evaluation of the student, we have compiled some specific questions. Please answer each question, starting on the next page, as comprehensively as possible:

QUESTIONS:

1. In which context and for what length of time have you known this student?

2. Describe the student's behaviour in a classroom with respect to authority, peers, class participation, group activities and individual school work.

3. Which talents, interests and skills does this student have to contribute to others (e.g. school, community, future host family abroad)?

4. Please assess the student's strengths and weaknesses with respect to the factors in the table below:

Factor:	Below Average	Average	Good	Excellent	Outstanding
Ability to work with others					
Adaptability					
Communication Abilities					
Concern for others (empathy)					
Reliability					
Ability to learn concepts					
Initiative					
Curiosity					



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Factor:	Below Average	Average	Good	Excellent	Outstanding
Sense of humour					
Tolerance for differences					
Integrity & honesty					
Openness of personality/friendliness					
Ability to cope with failure					
Self-discipline					
Self motivation					
Strong sense of self					

5. Do you know of any physical or emotional difficulties this student might have which may affect his/her participation in an exchange programme?

6. Do you have any other comments which may reflect on this student's suitability to become an exchange student?

6. Please tick the most appropriate statement with regard to this student:

- I strongly recommend this student
 I recommend this student
 I have some reservations
 I do not recommend this student

.....
Name of referee

.....
Position Held at School

.....
Signature

.....
Date

School stamp

C1

STUDENT LETTER TO FUTURE HOSTFAMILY

Please write a letter to your future host family. You should introduce yourself. If you need more space, use an extra page. The family is very eager to learn **more about you, your family, your hobbies and your hopes and dreams and fears and ambitions**. The more you write the more they will know. PLEASE write neatly. This letter is the first impression your host family will have of who you are and what you are like. First impressions are lasting impressions! Still, it is very, very important to be honest with them and yourself as well. Please make an effort. It might help to write the letter on another page, and then on the given pages. Please avoid any demands or writing an essay (remember you are writing a letter.) This letter should be about yourself and your life in South Africa.

Take into account the following points for your letter:

- Describe your personality, your strong and weak points.
- Describe your family and family-life. What are your responsibilities?
- Describe the city, town, etc. in which you live.
- Describe your normal daily routine, your leisure time activities, and your friends.
- What do you do during weekends?
- What are your interests and how do you foresee your future plans concerning an occupation?
- Why do you want to be an exchange student? What do you expect from your exchange year?

**PLEASE DO NOT WRITE ON THIS PAGE!
USE THE NEXT TWO BLANK PAGES!**

C2

**NATURAL PARENTS /GUARDIAN
LETTER TO FUTURE HOSTFAMILY**

Dear Parents / Guardian, we would like to ask you to write a letter to the future host family of your son / daughter in which we ask to introduce your child to them. Please be honest! Details may be necessary. This letter should give the future host family a clear impression of your son / daughter.

PLEASE WRITE THIS LETTER IN ENGLISH.

Please use the following blank page (s). If the pages are not sufficient, please use an extra page.

Please follow the listed points in your letter:

- Characteristic features
- Relationships to family and friends
- Rules, Habits, Traditions in the family / in the family-life
- Personality, personal interests
- Is your child sociable or does he/she prefer to be alone?
- What are your child's leisure time activities?

**PLEASE DO NOT WRITE ON THIS PAGE!
USE THE NEXT TWO BLANK PAGES!**

