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NEIGHBORS ABROAD STUDENT EXCHANGE AND AMBASSADOR PROGRAM AGREEMENT

Parents and students: Please read the following before signing the application.

The City of Palo Alto encourages everyone to participate in NEIGHBORS ABROAD, the organization through which the City shares in the nationwide Sister City program. NEIGHBORS ABROAD was formed in 1963 to foster and promote friendly relations and better understanding between the people of Palo Alto and the peoples of Oaxaca, Mexico, Palo in the Philippines, Enschede, the Netherlands, Linkoping, Sweden, Albi, France, Heidelberg, Germany, Yangpu District of Shanghai China and Tsuchiura, Japan. In cooperation with organizations in those cities, NEIGHBORS ABROAD has directed a program emphasizing personal contacts with citizens of our sister cities. An important part of the program is the student exchange.

NEIGHBORS ABROAD desires an honest representation of Palo Alto and the Bay Area through the student exchange program. Students who travel to our sister cities and Palo Alto families who host exchanges are chosen for their friendliness, desire to involve themselves and ability to benefit from the program. Through the variety of their individual experiences in the exchange program, NEIGHBORS ABROAD hopes we can approach better understanding and friendly relations between these cities and Palo Alto. Personal friendships growing out of participation in the program are also hoped for and encouraged. However, contacts and arrangements made on personal bases outside the scope of the program cannot be considered a part of the official responsibility of NEIGHBORS ABROAD and its program activities.

Application to Neighbors Abroad Student Ambassador

The following regulations are believed to be necessary for the success of the exchange program:

1. The family of each applicant must be, or become, a member of NEIGHBORS ABROAD as a Family Member. This may be completed at www.neighborsabroad.org.
2. The exchange student must:
 - a. be a sophomore, junior or senior,
 - b. be at least 15 years of age as of June 1 of the year applying.
 - c.
 - d. not have been an exchange student for NEIGHBORS ABROAD to the same sister city in any previous year,
 - e. submit an application to NEIGHBORS ABROAD, attend an informal interview, and be screened for selection,
 - f. if chosen, travel to and from the destination in the "exchange group" on transportation arranged by NEIGHBORS ABROAD,
 - g. accept the guidance and decisions of the Sister City committee in the host city and of the family in which she/he lives.
3. The family of a student selected for this exchange must:
 - a. present notarized affidavit giving the student permission to participate in the exchange program and to travel outside the borders of the United States;
 - b. relieve NEIGHBORS ABROAD and the City of Palo Alto of responsibility for the participating child;
 - c. pay transportation costs for their member fully if possible, although applicants will be considered even if a financial need is demonstrated;
 - d. accept the responsibility to pay promptly for any additional transportation costs if it becomes necessary for any reason to send your son/daughter home prior to the prearranged return date (NB: charter airline tickets, once purchased are not refundable or exchangeable);
 - e. provide or arrange a home for a visiting exchange student.
4. The final responsibility for housing, social programs, and transportation must be with NEIGHBORS ABROAD in Palo Alto and the Sister City Committee in the hosting city.

Application to Neighbors Abroad Student Ambassador

5. All questions, concerns, and problems regarding participants in the exchange program should be referred to NEIGHBORS ABROAD.

We understand that the purpose and nature of the NEIGHBORS ABROAD program is to promote international friendship and understanding. When a student is selected, he/she, while a guest in the Sister City, will act in such a manner as to bring credit to Palo Alto, to California, and to the United States.

During each student's stay in a Sister City, he/she will be subject to the guidance of his/her host family in daily life and in the introduction to the culture and traditions of that city. This culture differs from ours in many important ways. It is a prime purpose of the visit to give each student an opportunity to learn this difference through acceptance and practice. The student is not visiting a Sister City to introduce our culture and values.

Parents and students agree to comply with the regulations stated above and to participate in a series of orientation sessions with representatives of the City of Palo Alto and NEIGHBORS ABROAD before leaving on the exchange program.

Application to Neighbors Abroad Student Ambassador

**APPLICATION FOR NEIGHBORS ABROAD STUDENT EXCHANGE AND
AMBASSADOR PROGRAM**

INSTRUCTIONS: Type or print information clearly. Please email the completed form to
sarah.burgess@neighborsabroad.org

BASIC INFORMATION

1. Student Full name

- a. Phone _____
- b. Home address _____
- c. City _____
- d. Zip _____
- e. Email address _____

2. Mother's name

- a. Phone (Home/Cell) _____
- b. Email _____
- c. Address _____
- d. City _____
- e. Zip _____

3. Father's name

- a. Phone (Home/Cell) _____
- b. Email _____
- c. Address _____
- d. City _____
- e. Zip _____

Application to Neighbors Abroad Student Ambassador

PERSONAL HISTORY:

4. School _____
5. Grade _____
6. Birthdate _____ Sex _____ Age (as of June 2022) _____
7. Place of birth _____
8. Brothers and sisters (and their ages) _____
9. Who would be living at home during the host period? _____
10. Do you have any health problems that you host family would need to know about? _____

11. Studied Spanish? _____ How many years? _____
12. Have you ever worked with exchange students? _____

13. Has your family ever had an exchange student at home? _____
If so, when and from what country? _____
14. Have you applied to NEIGHBORS ABROAD exchange previously? _____

15. School activities and/or work experience: _____

16. Special interests and/or leisure-time activities: _____

17. Any honors won _____

18. Have you ever been away from home (and not with relatives) for more than a week? _____ If so, where, for how long, and at what age? _____

19. Are you interested in community service hours? If so, please indicate what area(s) you would like to gain experience in - medical, educational, etc...
20. Write below why you wish to participate in this program, what you expect to gain from it, and what you think you have to contribute to it:

Application to Neighbors Abroad Student Ambassador

21. On a separate sheet of paper, write a letter of self-introduction in Spanish for your host family (Typed or black ink, not pencil). Please include two recent photos of yourself (preferably the school photo type). Frequently, family match-ups on the other end are made on the basis of what you tell them about yourself, your family, pets, interests, aspirations, etc., etc., so please write an INFORMATIVE letter.
22. Please give the name and email address of a teacher (preferably your Spanish teacher but others are acceptable as well) Please ask your teacher for a reference. They can send a letter of reference to sarah.burgess@neighborsabroad.org. References must be received by April 1, 2022. A description of the reference is attached which you may give to your teacher.

Interviews of all applicants by the NEIGHBORS ABROAD student selection committee will begin when application and references have been received, specific time and place to be arranged by mail or by telephone. Additionally, a brief visit with the applicant's parents at home may be requested.

We (parents and students) have read the accompanying Student Exchange Program Agreement, understand our responsibilities, agree to comply with the stated regulations and to participate in a series of orientation sessions if our student is selected.

Signature of student applicant _____

My son/daughter has my permission to take part in the NEIGHBORS ABROAD Student Exchange program if selected.

Signature of Parents:

Mother _____

Father _____

Application to Neighbors Abroad Student Ambassador

TO THE TEACHER:

The student named above is applying for the Neighbors Abroad student exchange with the city indicated above. Could you please send an email to sarah.burgess@neighborsabroad.org, giving a reference for your student? The exchange will include staying in the home of a student there for 3-4 weeks and then hosting that student here for the same duration. Consider the applicant's ability to adapt to new circumstances and to become a member of a family in another country. If you are the student's Spanish teacher, please comment on bis/her fluency in Spanish.