

Culver City Sister City Committee

Student and Adult Exchange Application Forms Checklist

(Additional items required once individual selections are made)

Host Family Application

All interested, potential and participating families shall complete this application to indicate during the two-year commitment preferences related to adult visitors, chaperones or students

Adult Chaperone Application

Interested adults applying to chaperone a youth exchange must complete this application

Adult Chaperone Waiver, Release and Indemnity Agreement – Emergency Medical Authorization for Participation in the Voluntary Excursion

To be completed and signed if accepted to chaperone

Student Exchange Application

This form must be completed **by parents** on behalf of their Middle/High School student in order to be considered for a student exchange

Confidential Referral Form

Three referrals are required by each student applying to go on an exchange trip. 2 from teachers and 1 from a longtime acquaintance.

Two referrals are to be provided by adult chaperone applying and modified to suit.

****Forms are to be mailed directly to CCSCC at PO Box 1072, Culver City, CA 90232 or e-mailed to ccscinc@gmail.com and not sent in by the applicant.**

Student/Adult Information Sheet

This form is sent to the hosting country

Emergency Contact Information

Must be completed as part of the exchange packet for all travelers going on an Exchange Trip.

Certificate of Health (3 pages)

MUST be completed by parent and student's physician/health provider

Waiver, Release of Liability and Assumption of Risk

Both must be completed and signed by parent/guardians

Photo Release

Covers Promotional activities, Facebook, website and traditional media

REQUIRED DOCUMENTS DUE 30 DAYS ONCE SELECTED TO PARTICIPATE:

Proof of Health Insurance, **CCSCC membership,** **Passport Copy,**

⊕ This list may not be complete and depends on the particular exchange and requests from our Sister Cities.