

## HOST FAMILY APPLICATION

Please type or print legibly in black or blue ink.  
**PRIVACY NOTICE:** Information provided will be used solely by Joy International Exchange Student for suitability and student placement purposes and will not be shared with any outside agencies or individuals.

### HOST FAMILY PROFILE

Father's Full Name: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Mother's Full Name: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Home Address: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

#### Father's

Occupation: \_\_\_\_\_ Title: \_\_\_\_\_  
 Name of Employer: \_\_\_\_\_ Number of Years Employed: \_\_\_\_\_  
 Level of Education: High School ( ) College or higher ( )  
 Business Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Cell Phone: (\_\_\_\_) \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Ext.: \_\_\_\_\_

#### Mother's

Occupation: \_\_\_\_\_ Title: \_\_\_\_\_  
 Name of Employer: \_\_\_\_\_ Number of Years Employed: \_\_\_\_\_  
 Level of Education: High School ( ) College or higher ( )  
 Business Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Cell Phone: (\_\_\_\_) \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Ext.: \_\_\_\_\_

Names of children	Living at home:	Sex:	Date of Birth:	SS# (req. if 17 or older living at home)
_____	( ) Yes ( ) No	_____	____/____/____	____-____-____
_____	( ) Yes ( ) No	_____	____/____/____	____-____-____
_____	( ) Yes ( ) No	_____	____/____/____	____-____-____
_____	( ) Yes ( ) No	_____	____/____/____	____-____-____

Names of others living in the home:	Sex:	Date of Birth:	SS# (required if 17 or older):
_____	_____	____/____/____	____-____-____
_____	_____	____/____/____	____-____-____

On separate sheet, provide like information for any children/others in the home other than those listed above.

Will you be hosting other international students concurrently with students placed with you by Joy International Exchange Student? ( ) No ( ) Yes: How many? \_\_\_\_\_ From which country(ies)? \_\_\_\_\_

### COMMUNITY PROFILE

- 1) How long have you lived at your current address? \_\_\_\_\_
- 2) Does your family live in: ( ) Single-Family House ( ) Townhouse/Condo ( ) Apartment ( ) Ranch/Farm
- 3) What is the population of your city? ( ) Metropolitan (More than 1 million) ( ) Urban (More than 50,000)  
( ) Suburban (Between 15,000 to 50,000) ( ) Small Town (Between 2,500 to 15,000) ( ) Rural (Less than 2,500)
- 4) Describe some points of interest in your surrounding community (museums, amusement parks, historic sites, monuments, natural resources, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 5) List some activities or recreational facilities available in your neighborhood/community for a teenager:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### LIFESTYLE QUESTIONNAIRE

- 6) Describe your family's lifestyle and outlook. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 7) Describe typical weekdays & weekends in your home. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 8) What opportunities will the student have for association with American teenagers? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 9) Please circle some of your family's favorite activities and feel free to add additional activities not listed.

<b>Sports</b>	Volleyball	Camping	Museums	<b>Entertainment</b>	Watching TV
Football	Skating	Hunting	Theater	Video Games	Reading
Baseball	Swimming	Fishing	Ballet	Traveling	Music
Basketball	Tennis	Snow Sports	Singing	Eating Out	Other: _____
Soccer	Ice Skating	<b>Arts</b>	Opera	Playing Cards	_____
Bicycling	Martial Arts	Painting	Crafts	Sports Events	_____
Golf	Water Sports	Photography	Decorating	Movies	_____

## HOST FAMILY INFORMATION

10) What is your church name and affiliation? \_\_\_\_\_

11) How often do you attend your churches services?    ( ) weekly        ( ) monthly        ( ) occasionally

12) Do you expect your international student to attend your church activities with your family? ( ) Yes    ( ) No

13) Describe family meal times. \_\_\_\_\_

14) Have you hosted an international exchange student in the past?    ( ) No    ( ) Yes , if yes:

Student's Name: \_\_\_\_\_ When? \_\_\_\_\_ Student's home country: \_\_\_\_\_

Name of Exchange Organization: \_\_\_\_\_

Address \_\_\_\_\_ Telephone: \_\_\_\_\_

Please attach above information for any additional exchange students you may have hosted in your home.

15) Have you had any other [non-hosting] affiliation with international student organizations in the past?

( ) No    ( ) Yes    If yes, when? \_\_\_\_\_ In what capacity? \_\_\_\_\_

Name of Exchange Organization: \_\_\_\_\_

Address \_\_\_\_\_ Telephone: \_\_\_\_\_

16) Does any member of your family speak a second language?    ( ) No    ( ) Yes

If so, who: \_\_\_\_\_ and which language? \_\_\_\_\_

17) Are all members of your family in agreement about hosting an international student?    ( ) Yes    ( ) No

18) Does anyone in your household smoke? \_\_\_\_\_ If yes, who? \_\_\_\_\_

19) Are there any pets in your household? ( ) No    ( ) Yes,    Type \_\_\_\_\_ ( ) Outdoor ( ) Indoor ,

Type \_\_\_\_\_ ( ) Outdoor ( ) Indoor,    Type \_\_\_\_\_ ( ) Outdoor ( ) Indoor

20) List any musical instruments in your home which the international student might use:

21) How would you best describe your family unit? Please circle as many that apply:

Warm	Formal	Serious	Argumentative
Reserved	Strict	Indifferent	Outgoing
Demanding	Orderly	Tolerant	Ethical
Quiet	United	Relaxed	Funny
Sports-minded	Christian Values	Lovely	Perfectionists
Disciplined	Open-minded	Understanding	Critical
Protective Active	Disorganized	Supportive	Flexible
	Conservative	Respectful	Optimistic



### HOST FAMILY BACKGROUND

33) Please indicate your average yearly household income below:

25 – 35,000  35 - 45,000  45 - 55,000  55 - 65,000  65 - 75,000  75 - 85,000  85,000+

34) Has anyone in your family ever been arrested or convicted for any offense other than a minor traffic violation?

No  Yes, Explain: \_\_\_\_\_

35) Do any family members have a physical or psychological disability?  No  Yes, please explain:

36) Describe any health, allergy, or dietary needs/conditions in your family: \_\_\_\_\_

### EMERGENCY CONTACT

37) Please provide Joy International Exchange Student with an emergency contact outside of your home:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

### REFERENCES

Please provide complete information for the following three references whom Joy International Exchange Student may contact. Your application cannot be finalized without these three references. All information that we receive on the reference forms is kept **confidential**.

A) PERSONAL (not a relative)

Name: \_\_\_\_\_ Years acquainted: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

B) PROFESSIONAL

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

C) CLERGY/OTHER

Name: \_\_\_\_\_ Years acquainted: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

## AGREEMENT

We the undersigned here by agree to follow Joy education rules and regulations for the purpose of hosting an international student in our home regarding care of the student as follows:

- Provide a private room with a desk for studying purposes and three meals a day (Except school days)
- I also treat my host student as a family member including in activities, excursion and so on. (extra charge, If needed)
- Take care of the student and help to adjust to American culture
- Assistance with transportation, shopping, etc.
- Report student's life and your family comments once a month
- Do not mention about host family fee with the student or his/her family member
- When I finish contract with JIES, I do not host same student without consent of **JIES**
- Consult with Joy Education when I feel the serious conflict with the student
- Participate Joy's orientation programs for Host Families, if needed.
- Abide by regulations requiring student not to have a joint or shared bank account with a host family member, since such a bank account is for the student's personal use.
- Observe requirements for the student to use pre-paid calling cards or collect calling for long distance phone calls; and cooperate with any other Joy's request or decision that in Joy's opinion is necessary to ensure or enhance the well-being of the student or the success of culture experience.
- This agreement will automatically renew annually until notified

We understand that we are obligating ourselves to care for a teenager. We understand the nature of this commitment and will not suddenly change our minds about hosting before or after our student arrivals. Should any difficulties or misunderstandings arise during the contract period, we will not simply abandon or threaten to abandon our student, and we will work with Joy Community Representative and Joy Education personnel as needed to resolve any difficulties.

Should it become necessary for our student to move from our home, we understand that such a move will likely not be immediate as finding and qualifying a new host family is usually not a fast process.

\*\*Host family can not make a contract directly with student's parents without the approval of JIES. If this happened, the host family will be responsible for any costs by the laws.

Lastly, we hereby acknowledge that we have read and accept the JIES Program Description prior to agreeing to host a student.

Host Father \_\_\_\_\_ Date \_\_\_\_\_

Host Mother \_\_\_\_\_ Date \_\_\_\_\_

This application does not commit you to becoming a host family, nor does it confirm placement of a student in your home. Placement of a student in your home will also be contingent **on approval of enrollment by a local high school.** Feel free to contact us with any questions at any time.

**Joy International Exchange Student, Inc.**  
**205 Hopkins Ct., North Wales, PA 19454**

**www.joyeducationus.com • (267) 401-5505**

## HOST BACKGROUND CHECK RELEASE FORM

Please type or print legibly in black ink.

Dear Host Family Member,

Thank you for your willingness to welcome a Joy International Exchange Student's student into your home. By providing a young person the opportunity to live in your home for a semester or year, you're offering them the opportunity to explore other cultures and values... memories that they'll carry with them through their entire lifetimes. Your community, the student, and his/her home community all stand to benefit greatly from a positive experience.

The U.S. Department of State now requires all U.S. student exchange organizations to complete a background check on all adults (18 years and older) residing in the host family home. To do so, we must have the following information and approval from each adult living in your home. Additionally, if an adult child returns home or any other adult joins the household during the hosting experience, we will need to do a background check on that person as well. Please let your JIES coordinator know if this occurs.

Background checks will be done by Joy International Exchange Student staff and held in strict confidence. In the event there is a concern on the background check, a JIES staff member will contact you for a private consultation. Please be assured that all information provided by host family and household members, and all information received during the background check will be held confidential by JIES staff.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Other names you might have used (maiden names, etc., ): \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work/Cell: \_\_\_\_\_

SS # \_\_\_\_\_ Driver's License # \_\_\_\_\_ Date of Birth: \_\_\_\_\_

I hereby authorize Joy International Exchange Student, Inc to obtain any and all background checks as required by the U.S. Department of State to confirm my eligibility to host a student. In the event it is necessary, I authorize Joy International Exchange Student to share the findings of the background check(s) with their overseas partners, the student I/we have selected and his/her natural family.

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

### Second Adult in Household (Use additional form(s) for information on any other adults who may be living there as well):

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Other names you might have used (maiden names, etc., ): \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

SS # \_\_\_\_\_ Driver's License # \_\_\_\_\_ Date of Birth: \_\_\_\_\_

I hereby authorize Joy International Exchange Student, INC to obtain any and all background checks as required by the U.S. Department of State to confirm my eligibility to host a student. In the event it is necessary, I authorize Joy International Exchange Student to share the findings of the background check(s) with their overseas partners, the student I/we have selected and his/her natural family.

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

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**Host Family Photos**

Host Family Name: \_\_\_\_\_

Please attach a recent family photo here. Note names and family relationship beside photo:

Please attach a photo of the front of your residence here:

Please attach a photo of the student's bedroom here:

Please attach any other photos you wish to submit to a separate sheet of paper.

**HOST FAMILY REIMBURSEMENT AGREEMENT**  
(OPTIONAL)





JIES  
205 Hopkins Ct.  
North Wales, PA 19454  
267-401-5505

Host Parent's Name: \_\_\_\_\_

International Student's Name: \_\_\_\_\_

School Year (Term of Student's stay): \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

For providing to a Joy International Exchange Student International Student room and board, and for complying with the terms of the Host Family Agreement and other policies and regulations of the Joy International Exchange Student Host Family program, Joy International Exchange Student, Inc agrees to reimburse the above-referenced Host Family Parent in the amount of \_\_\_\_\_ for the duration of the above-referenced International Student's participation in the Joy International Exchange Student program and the student's stay in the Host Family home on the date student is placed into the Host Family Home.

Joy International Exchange Student makes reimbursement payment through a Direct Deposit program to a bank/financial institution account held by the above Host Parent if desired. The Host Parent must complete and submit the Authorization Agreement for Direct Deposit and IRS Form W-9 to receive reimbursement.

Joy International Exchange Student makes Direct Deposit reimbursements on the 25<sup>th</sup> of each month. Due to banking procedures, payments usually take three business days to be posted to the account.

Area Coordinators provide monthly updates to JIES offices on each student's progress/status in the program. The Host Family must respond to requests by the Area Coordinator for information or answer monthly questions.

Per IRS regulations, JIES issues 1099 forms for total amounts paid to each Host Family annually, if asked. Discuss with your tax accountant any income/deductions resulting from your participation as a Host Family when preparing your income tax returns.

Due to different contractual arrangements between the students' families and the exchange organizations in their home countries, the Host Family agrees not to discuss reimbursement amounts/arrangements with the student, the student's natural family, other host families, or any parties other than the Joy International Exchange Student staff or representatives.

Host Parent:

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

Joy International Exchange Student, INC authorized representative:

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

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## **AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT**

Family Name: \_\_\_\_\_



JIES  
205 Hopkins Ct.  
North Wales, PA 19454  
267-401-5505

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Check One: Add \_\_\_\_\_ Delete \_\_\_\_\_ Change \_\_\_\_\_

I hereby authorize Joy International Exchange Student, INC, hereinafter called JIES, to initiate credit entries and to initiate, if necessary, debit entries for overpayments made in error, or adjustments for any credit entries made in error, to my account indicated below at the depository named below, hereinafter called DEPOSITORY, to credit and/or debit the same to such account.

Bank/Financial Institution: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Check One: Checking \_\_\_\_\_ Savings \_\_\_\_\_

Routing Number\* \_\_\_\_\_ Account Number \_\_\_\_\_

\*Some banks have different routing numbers for direct deposit than what is used on a check or deposit slip. Please verify with your financial institution.

This authorization is to remain in full force and effect until JIES receives written notification from me of its termination in such time and in such manner as to afford JIES and DEPOSITORY a reasonable time to act on it. If not all terms and conditions are met, JIES does have the option to terminate this agreement at their discretion.

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

PRIVACY NOTE: The information provided on this form will be used ONLY for the purposes described above and will for no other reason or under any other conditions be shared with any parties other than JIES administrative staff and authorized personnel of the DEPOSITORY.

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