



EXCHANGE AGREEMENTS

Promoting Understanding
Between Exchange Partners

12th Annual Conference

Sacramento, California

Feb. 10-13, 2011

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EXCHANGE AGREEMENTS PROVIDE ANSWERS

- Who will we exchange with?
- How many exchanges will we have?
- Who will provide insurance?
- What deadlines will apply?
- What age limits are in place?
- When should the students arrive?
- Any language requirements?
- Other restrictions?
- Who will I be dealing with?



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EXCHANGE AGREEMENTS PAY DIVIDENDS

- ◉ Exchanges are “locked in”
- ◉ Confidence in available countries and number of slots in each
- ◉ Less likely to lose exchanges
- ◉ Expresses your professionalism
- ◉ Reduces surprises
- ◉ Honest response to new invitations

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EXCHANGE AGREEMENTS STEP BY STEP

- E-mail Introduction
- Agreement Contents
 - General Terms of Agreement
 - Deadlines for Paperwork
 - Requirements for Inbounds
 - Requirements for Outbounds
 - Contact Information
- Communication
- Results



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EXCHANGE AGREEMENTS INTRODUCTION

E-mail Message to Partners

With the 2010-11 exchange year now well underway, it is time to start making our plans for next year. This e-mail will serve as our official invitation and offer to your organization to exchange with Rotary Youth Exchange Florida (RYE-Florida) for the 2011-12 year.

Please read through the attached document, and return it to us at your earliest convenience, with your entries in Sections C and D. By returning this document to us, you will have indicated your agreement for the exchange under the terms specified in it. Your reply no later than December 1 would be appreciated, so that we can properly assign our outbound students, and seek additional exchanges if necessary.



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E-mail Message to Partners, continued

RYE-Florida is a multi-district organization, officially recognized by Rotary International, and consists of eight districts: 6890, 6930, 6940, 6950, 6960, 6970, 6980, and 6990. Our geographic territory includes the entire state of Florida, plus Grand Bahama Island (part of District 6990). All participating districts are certified by Rotary International.

RYE-Florida coordinates all long-term exchanges for its member districts, assigns inbound students to the host districts, and designates outbound students to be hosted by our partners abroad. The multi-district conducts a weekend orientation for all newly-arrived inbound students, and will organize special trips during the year for inbound students, including one to Disney World. The inbound orientation and special trips are provided to all inbound students at no cost to them. RYE-Florida assigns the destination country for all selected outbound students, and organizes and conducts at least two full weekends of orientation for the outbounds.



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E-mail Message to Partners, continued

In an effort to keep costs down I am encouraging the exchange of applications by scan and e-mail. It is quicker and certainly cheaper. Please let me know if this is an option for you. And even if you prefer paper applications, if you could scan your proposed student application and send it ahead of time, that would help speed the process.

I plan to be in Sacramento in February for the North American Youth Exchange Conference. If you, or a representative, will be there and you wish to exchange paper applications there please let me know.

On behalf of all the Rotarians in Florida, and all of the students whose lives will be enriched by our efforts, we thank you for this opportunity to promote international friendships and understanding, and we look forward to working with you in 2011-12 and beyond.



EXCHANGE AGREEMENTS THE DOCUMENT

The Agreement PDF

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ROTARY YOUTH EXCHANGE FLORIDA, INC.

Sharing the World with the Sunshine State

WWW.RYEFLORENDA.ORG

EXCHANGE AGREEMENT – 2011-12

Exchange Partner:

In establishing this Exchange Agreement, Rotary Youth Exchange Florida (RYE-Florida) and the Exchange Partner above (Partner) agree to the following terms:

A. Foundation of Exchange

1. The districts involved in this exchange are properly certified by Rotary International, and that the exchange partner will be informed immediately of any change in certification status.
2. All students who are sponsored for exchange will be carefully selected and adequately prepared, a process to include personal interviews by Rotary Youth Exchange representatives of applicants and their parents, and orientation programs that include but are not limited to discussion of program rules, expectations of students, support systems, intercultural adaptation, and sexual abuse and harassment.
3. Every effort will be made to provide at least two host families for all exchange students, to appropriately select, screen, and prepare those host families, and to ensure that the families provide an appropriate and welcoming environment for the student. No family may host more than one student simultaneously, except for brief visits or emergencies.
4. Each hosted student will be provided, in advance of the student's arrival, the name and contact information of at least one Rotarian counselor, who may not simultaneously be a host parent.
5. In case of serious disciplinary or other problems concerning an exchange student, the host district will immediately contact the student's home district to discuss the problem before taking action to terminate an exchange.

B. Deadlines for Paperwork

1. Application forms must be received by the host district/multi-district no later than March 15, 2011.
2. All documents necessary for obtaining a student visa, including completed Guarantee Forms, must be returned to the sponsor district/multi-district no later than May 31, 2011.
3. These deadlines may be extended by agreement of both partners, in cases where last-minute additions or replacements are involved, or under other special circumstances.

-- Continued on next page --



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EXCHANGE AGREEMENTS COMMUNICATION

- Issued in September
 - Requires commitment/“guesstimate”
- Follow-up as necessary
 - At least one third need 2nd e-mail
- Responses expected by Dec. 1
 - For assignment of outbounds
- E-mail response is sufficient
 - No legal expenses incurred

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EXCHANGE AGREEMENTS THE RESULTS ...

- ◉ Confidence that our exchanges are solidly in place
- ◉ No “Help! Placement Wanted” ads on YEOtalk.
- ◉ Honor via Plagiarism
(in both directions)

Al Kalter, Chairman
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