

# SUMMIT Christian Academy Exchange Student Program Host Family Agreement



Students placed in SCA Host Family must comply with the SCA Exchange Student Guide and Handbook. The Host Family is responsible to act as parents and agree to abide with SCA Handbook and Exchange Student Policy for their parental responsibilities. *Please get acquainted with these documents before signing this contract.*

## **Cost:**

The host family stipend for room and board is \$5,500 per school year. The host family will be paid automatically on the last day of each month. The Host family school account fees are covered by the student family. The Host family must provide their bank information (the form is attached) and agreed for the background check (the form is attached) for all members of the family living at home of 18 years of age and older. In the event that a change of host family is required, host family acknowledges that it may take time to find a suitable host family for the student.

During this time, the student may continue to reside in their home. It is also agreed that upon the departure of the student, the remainder of the student's stipend will be pro-rated and forwarded to the new host family. If the student leaves the host family and returns home for reasons other than disciplinary, the remainder of the stipend will be pro-rated and returned to the student's natural parents. If the student must leave under disciplinary circumstances involving damage to the host family's home or property, the cost of repairing the damage/replacing property will be deducted from the remainder of the stipend.

## **Rules for students:**

1. Students are expected to comply with all school rules as outlined in the Summit Christian Academy Handbook, Exchange Student Policy and state and federal laws.
2. School attendance is mandatory and is a requirement of the F-1 visa.
3. Drinking of alcoholic beverages and the use of illegal drugs are prohibited. A listing and description of all prescription medications must be provided to host families upon arrival.
4. Students must comply with all host family regulations (curfews, chores, *etc.*).
5. While enrolled as an I-20 student at Summit Christian Academy, all students are under the jurisdiction of local, state and federal laws and must obey all governmental laws, including those regarding immigration status.
6. Travel is permitted only after all paperwork is completed and approved by the Exchange Student Coordinator. Students may not travel to a location where there is no adult supervision. These supervisors or chaperones must be approved by the host parents, natural parents and the school. Summit Christian Academy approval must be obtained if the trip takes place during school sessions. Permission to travel must be required from the student's natural parents, host parents and SCA Exchange Student Coordinator.
7. For any reason, if the student plans to exit the United States, he/she must check with the coordinator concerning visa requirements. *Please see Exchange Student Coordinator concerning travel forms which are to be completed at least 30 days before leaving.*
8. Students are discouraged from borrowing money from host family members. It is recommended that students open a local bank account or use an ATM card.
9. Students are expected to comply with the host family and the school's preferences for speaking English in the home and at school.
10. Students will be responsible for all charges incurred during a temporary living situation until either alternative home-stay arrangements are made or the student returns home.

**Length of Host Family Stay:**

1. A host family’s agreement to host a student is usually for one school year only. By mutual agreement between family and student, this term may be extended into a second year or more. A student’s conduct may impact this decision.
2. Students are responsible for securing their housing during subsequent school years in one of two ways:
  - to pursue housing elsewhere with another host family or,
  - by mutual agreement, remain with the original host family.
3. Students and host families are encouraged first to attempt to resolve disagreements directly with one another. If insufficient progress results, students and families are directed to approach the Exchange Student Coordinator for assistance.
4. Students in violation of home-stay rules may be asked by the family to leave the home and to find alternative living arrangements. The student is then responsible for securing subsequent arrangements under the direction of the Exchange Student Coordinator. Difficulty in securing suitable arrangements may result in the student having to return to his/her home country and the consequential termination of the F-1 visa.
5. Alternative home-stay placements may be caused by one of the following:
  - a. A real or implied threat of harm toward the student,
  - b. Host family alters the terms of the original home-stay agreement,
  - c. Changes to host family circumstances,
  - d. Host family is unable to continue hosting the student due to family circumstances not caused by the student,
  - e. Student disciplinary problems or ongoing behavioral problems,
  - f. Or other reasons deemed plausible by the SCA Exchange Student Coordinator.

**Disciplinary Action:**

In the event that a student must be removed from a home-stay for disciplinary reasons (*e.g.*, substance abuse, breaking house rules, theft of property, continuing conflicts or verbal abuse toward a family member, physical abuse to any persons or property, *etc.*), he/she will be placed with a temporary host family. During that time, arrangements will be finalized either for the student to live with a new host family or to return home.

Violation of these and other rules outlined in the Student Handbook and Exchange Student Policy may result in the immediate and permanent dismissal of the student from SCA.

SCA also reserves the right to terminate a student’s F-1 visa if the student’s physical or mental health is deemed to be at risk, as determined by the school administration.

Student Full Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Biological Parent (1) Full Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Biological Parent (2) Full Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Host Parent (1) Full Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Host Parent (2) Full Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**SCA AUTHORIZATION AGREEMENT FOR PREAUTHORIZED PAYMENTS**  
(Host Family)

I (we) hereby authorize Summit Christian Academy, hereinafter called COMPANY, to initiate debit entries to my (our) bank account on the last day of every month during the school billing cycle (August-June).

Checking Account

Savings Account

**Please print neatly all information below!**

DEPOSITORY NAME: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

TRANSIT/ROUTING #: \_\_\_\_\_ ACCOUNT #: \_\_\_\_\_

**PLEASE ATTACH A VOIDED CHECK FROM YOUR CHECKBOOK**

This authorization is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it. **I understand that thirty (30) days notice, in writing, to the COMPANY is required if I change banks and/or accounts.**

NAME(S): \_\_\_\_\_

(Please print)

SIGNATURE(S): \_\_\_\_\_

DATE: \_\_\_\_\_

**Summit Christian Academy**

**Exchange Student Program**

**Host Family Screening/Background Check**

Note. Fill out for each Host Family member 18 years of age and older.

Name \_\_\_\_\_  
Last First Middle Maiden

ID or DL# \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_  
STATE NUMBER

Social Security Number **(REQUIRED)** \_\_\_\_\_

Sex: (please indicate) Male \_\_\_\_\_ Female \_\_\_\_\_  
Race: (please indicate) W B I A H O  
White Black American Indian Asian/Pacific Islander Hispanic Other  
(for background check purposes only)

Present Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Time Lived Here \_\_\_\_\_

Home Phone \_\_\_\_\_ Email \_\_\_\_\_

Occupation \_\_\_\_\_ Work Phone \_\_\_\_\_

***If you have lived at your current address for less than ten (10) years, list all addresses where you have lived during the last 10 years.***

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Time Lived There \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Time Lived There \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Time Lived There \_\_\_\_\_

Have you ever been convicted of a crime? \_\_\_\_yes \_\_\_\_no

Are there any legal charges pending against you? \_\_\_\_yes \_\_\_\_no

Have you ever been arrested for, charged with, under probation for, or convicted of either sexual or physical abuse?  
\_\_\_\_yes \_\_\_\_no. If yes to any of these please attach an explanation.

**Personal References (2)**

Name Address Cell Phone

1. \_\_\_\_\_

2. \_\_\_\_\_

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