



FRENCH TEACHING INTERN PROGRAM 2016-2017 HOST FAMILY AGREEMENT

HOST SCHOOL:

CONTACT AT HOST SCHOOL:

TEACHING INTERN:

HOST FAMILY CONTACT:

This agreement summarizes the requirements of hosting a French teaching intern in a host family during the 2016-2017 school year. This form acknowledges that the host school has discussed the hosting arrangement with the family and teaching intern. All parties commit to the following:

The **host school** understands that:

- A representative from the host school must visit the host family's home in person before making any commitments. This is to ensure a suitable and safe living environment for the teaching Intern.
- The host school needs to connect the host family and the intern via email or telephone prior to the Intern's arrival.

The **host family agrees to provide** the French Teaching Intern with:

- A personal bedroom, suitably furnished.
- Reasonable use of the house common areas and facilities.
- A house key and instructions regarding home safety.
- Three balanced meals per day (and/or access to the home's food and kitchen so that the intern can prepare his/her own meals). *If the intern receives free lunch at the school, the host family is not required to provide lunch on weekdays.*
- Transportation to/from school and occasional transportation to participate in community/cultural activities as well as invitations to family outings. If the host family does not directly provide transportation, the family needs to ensure the Intern has other means of getting to and from school with teachers or staff, or public transportation.
- An appropriate welcome, including integration into the home and orientation to the community.



The host family understands that:

- They will host the teaching intern on a volunteer basis.
- The teaching intern chose this program primarily to gain professional experience and training in an American school.
- The intern also chose this program to improve his/her English-language skills and to learn more about American culture through cultural immersion in a host family. English at home should be an integral part of their experience with a host family.
- The teaching intern is not the family's babysitter or au pair nor tutor and is not to provide free babysitting or tutoring services for the family. The intern is not allowed to receive compensation of any kind other than the stipend provided by the school. The host family is not the intern's "guarantor" and should not sign any type of document that will hold the family responsible for the intern's finances or debts.
- It is a violation to remove from the intern's possession any government-issued document (passport, J-1 visa etc.), and the host family will not do so under any circumstance.
- Basic amenities such as food, internet service, furniture, and electronics may not be "charged" to the teaching intern.
- Interns are not responsible for normal "wear and tear" of his/her living space, and no damages will be paid without the approval of the host school and coordinating program.

The French Teaching Intern agrees to:

- Conduct him/herself in a respectful and responsible manner during his/her stay with the host family.
- Follow guidelines of the host family concerning smoking and other substances
- Cover the costs of personal expenses, including: some transportation, long-distance telephone calls made from the host family phone, personal cell phone, clothing, shoes, toiletries, etc.

The host family and French Teaching Intern agree to:

- Notify the host school immediately of any significant problems or concerns with the living arrangement (disrespectful/unacceptable behavior, inadequate meals, inappropriate/illegal activity, etc.).



CONFIRMATION

The signatures below confirm that the host school has explained the terms of the agreement to both the host family and the teaching intern, and that all parties agree to the terms outlined in this document.

CONTACT INFORMATION

Host School Contact

Name:

Email:

Work Phone:

Cell Phone:

Host Family Contact

Name:

Email:

Home Phone:

Cell Phone:

Home Address:

Teaching Intern

Name:

Email:

Cell Phone

Signature of Host School Contact

Date

Signature of Host Family Contact

Date

Signature of Teaching Intern

Date