



Ketchikan • Gero • Kanayama

ケチカン・下呂・金山

P.O. Box 6774

Ketchikan, AK 99901

Web: www.ketchikangerokanayama.org • e-mail: info@ketchikangerokanayama.org



KANAYAMA EXCHANGE STUDENT & PARENT APPLICATION

APPLICATIONS ARE TO BE MAILED ONLY TO: PO BOX 6774 KETCHIKAN, AK

1. Applicant Information

Full Legal Name as appears on Passport or Birth Certificate		Name you wish to be called:	Gender	<input type="checkbox"/> Male
				<input type="checkbox"/> Female
Home Address – Street		City	Postal Code	
Mailing Address		City	Postal Code	
Contact Phone	Cell Phone	e-mail address		
Do you have an up-to-date passport? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Submitted	I live with: <input type="checkbox"/> Mother & Father <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Other		Birthdate:	
Do you have any physical impairments (i.e. bad knees, ankles, feet, back, etc.) that would impede your walking up and down hills, stairs, distances, sleeping on mats while traveling in Japan? <input type="checkbox"/> Yes <input type="checkbox"/> No Comment:		Do you ride a bike? <input type="checkbox"/> Yes <input type="checkbox"/> No	What size t-shirt do you wear?	
Do you have any allergies? <input type="checkbox"/> Yes <input type="checkbox"/> No	If so, please explain:	Do you have any pets? <input type="checkbox"/> Yes <input type="checkbox"/> No	If so, explain:	

2. Parent/Legal Guardian Information – Include contact information for both parents/guardians.

Mother's Name	Contact Phone	Father's Name	Contact Phone
Mother's street address (street, city, state, zip)		Father's street address (street, city, state, zip)	
Mother's e-mail address		Father's e-mail address	
Is this a divorce / separated family? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are both parents in agreement for your participation in the exchange? <input type="checkbox"/> Yes <input type="checkbox"/> No	Which parent/guardian will be responsible for student fees for participation in the program? <input type="checkbox"/> Mother & Father <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Other	
If so, does the child split time between homes? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are all required vaccinations current? Complete and current vaccines are required for participation. <input type="checkbox"/> Yes <input type="checkbox"/> No	In the event of an emergency, which parent should be contacted first? <input type="checkbox"/> Mother <input type="checkbox"/> Father	Are either parent applying to be a chaperone? <input type="checkbox"/> Mom <input type="checkbox"/> Father <input type="checkbox"/> None

Signatures from both parents must be included with the application to be considered for travel. If the parent that the child does not live with lives outside of Ketchikan, he/she needs to download the additional parent signature page and mail or fax to KGK by **OCTOBER 15th** in order for the application to be complete.

3. Siblings

Name	Gender	Age	Occupation or School Grade	Living at Home?
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Male <input type="checkbox"/> Female			<input type="checkbox"/> Yes <input type="checkbox"/> No

4. Exchange Experience

Have you had any family members participate in the Kanayama-Gero Exchange? <input type="checkbox"/> Yes <input type="checkbox"/> No	Comment:	Have you had any friends participate in the Kanayama-Gero Exchange? <input type="checkbox"/> Yes <input type="checkbox"/> No	Comment:
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5. Grades / Housing / Fees / Fundraising / Participation

All grades must be average (2.0/C or above, with NO F's, per student activity agreement) to be eligible for selection, and must retain so during preparation process. Do you foresee any problem fulfilling this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No	Comment:	Do you understand that failure to maintain grades may result in being dropped from the exchange program? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you understand that school disciplinary actions or failure to adhere to school activity guidelines may result in being dropped from the exchange program? <input type="checkbox"/> Yes <input type="checkbox"/> No
Do you understand that failure to adhere to Kanayama Exchange agreements and expectations could jeopardize continuation in the program? <input type="checkbox"/> Yes <input type="checkbox"/> No		Can you house a Japanese student in your home for 8-12 days in the spring? <input type="checkbox"/> Yes <input type="checkbox"/> No	Can you house a student of opposite gender if needed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is your family prepared to spend \$1,800 of personal funds to travel to Kanayama? [This does not include spending money while in Japan] <input type="checkbox"/> Yes <input type="checkbox"/> No	Payments of \$450 due November, January, February and March.	Is your family prepared to be involved in fundraising activities for travel? Monies raised cover ground transportation, lodging, meals and admissions during travel? <input type="checkbox"/> Yes <input type="checkbox"/> No	Families are responsible for unsold raffle tickets.
Gift Wrapping approximate 20 hours each family will need to provide an adult at Tongass. 18 (15 students); 19(14 students); 21 (13 students); 23(12 students)	All families are REQUIRED to split the time equally at Tongass wrapping gifts. Will there be any problems providing an adult for approximately 20 hours in December? <input type="checkbox"/> Yes <input type="checkbox"/> No	Raffle Sales – 1,000 Tickets 66 (15 students); 72 (14 students); 77 (13 students); 84 (12 students)	All required raffle tickets MUST be sold. Your family will be responsible for the balance of unsold tickets @ \$10 each. <input type="checkbox"/> Yes <input type="checkbox"/> No
Your monetary commitment helps cover the cost for travel to Kanayama. Additional money is derived from fundraising or donations from the community and will be returned to the Exchange Association for program Continuity.	Do you understand that there will be no refund of monies after the trip is completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Parents are asked to take an active role in the planning of the trip (i.e. public relations, fundraising, etc...) under the supervision of chaperones.	Are you willing to participate on a group committee? <input type="checkbox"/> Yes <input type="checkbox"/> No
Parent: What do you see as your best strengths in helping the group prepare to meet its travel goals?			
Attendance at Japanese preparation school sessions is required by students selected for travel. While scheduling events we will try to accommodate everyone's schedule but Japanese school and fundraising events must be a top priority over other obligations.		Activities start at a set time. Do you foresee any difficulties ensuring that your child arrives on time? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you foresee any difficulties fulfilling this obligation? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you willing to ensure your child's attendance and participation? <input type="checkbox"/> Yes <input type="checkbox"/> No			

6. Recommendations

Recommendations are required from three former teachers and two additional adults NOT related to you. Please list those persons you will be asking to give you a recommendation.

Teacher	Teacher	Teacher	Friend	Friend

All recommendations can be submitted at: <http://www.ketchikangerokanayama.org/recommendation-forms.html> (preferred method)

7. Student Introduction Letter

Write a letter introducing yourself to the Ketchikan•Gero•Kanayama Exchange Board.

Incorporate your answers to the following questions in your answer.

1. What do you do when you have free time?
2. What are your interests at school?
3. What activities are you involved in?
4. How would you describe your home?
5. Why are you interested in the Ketchikan•Gero•Kanayama exchange?
6. What things do you dislike? (Do you dislike certain foods, animals, etc.)
7. What do you feel are your strong and weak characteristics?
8. Why do you want to be a part of the exchange?

Student Signature:

Date:

8. Parent Introduction Letter

Write a letter introducing your child and family to the Ketchikan•Gero•Kanayama Exchange Board.

Incorporate your answers to the following questions in your answer.

1. *How would you describe your child's relationship with you and your family? With his/her friends?*
2. *How does your child react to disagreement, discipline, and frustration?*
3. *How does your child handle challenging or difficult situations?*
4. *What makes you proud of your child?*
5. *Why do you want your child to be a part of the exchange?*
6. *Tell us about your family and how being a part of the exchange will impact it.*
7. *What are your expectations for conduct exhibited by your child while traveling with other students and chaperones?*

Parent/Guardian Signature:

Date:

9. Student Selection

Student selection is two parts: a. Some students may be eliminated based on the initial application and recommendations received or an incomplete application submitted. b. Those who are not eliminated will be asked to interview with the selection committee. Parents will also be asked to meet with the committee at the same time as the student. Parent: Will you be able to meet with the selection committee:	Do you have any questions, comments, or concerns about the program which you would like address at the meeting or sooner?	
	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No	

10. For Our Reference (Parents)

Because of our volunteer status, we rely heavily on community support of past students and their families. Are you willing to support the exchange program in the future? <input type="checkbox"/> Yes <input type="checkbox"/> No	Would you be willing to house a Japanese student in the future should the need arise? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possibly
	Would you be interested in housing a Japanese chaperone in the future should the need arise? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possibly
Currently we have an apartment for the Japanese teacher. This is on a year-to-year basis. If the need should arise in the future would you be interested in housed a teacher for several months? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possibly (Note: there is a small stipend available to help offset housing costs)	

11. Chaperones – Having adequate chaperones is vital to the safety of our students.

Have you ever considered being a chaperone for the student group? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possibly	(Please note that chaperones are required to meet the same financial commitment as the student; the exchange association cannot pay for services rendered by trip chaperones.)
	If being a chaperone is something you would consider, please complete the Chaperone Application and return it to us.
	You can find more information about being a chaperone at: http://www.ketchikangerokanayama.org/chaperone-selection-process.html You can return it separately or with your child's application.

12. Signatures –

Signing this form I am acknowledging that I am aware of the requirements of this exchange. I am willing to work to meet the expectations set forth by the Ketchikan-Gero-Kanayama Exchange program. My signature below indicates permission to review academic, attendance and behavior records during the application process and if selected, periodically throughout the school year up until the trip to Japan begins.

Student Signature: _____ Mother's Signature: _____ Father's Signature: _____	Date: _____ Date: _____ Date: _____
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