



# Ketchikan • Gero • Kanayama

ケチカン・下呂・金山

P.O. Box 6774

Ketchikan, AK 99901

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## KANAYAMA EXCHANGE STUDENT & PARENT APPLICATION

### 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	Student 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:

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

Mother's Name	Contact Cell Phone	Father's Name	Contact Cell 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	If yes, are you willing to have student stay at only one parent's home for the duration of the Japanese visitor's stay in Ketchikan? <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	Is 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 a parent lives outside of Ketchikan, he/she needs to download the additional parent signature page and mail or fax to KGK by **OCTOBER 31ST** in order for the application to be complete.*

### 3. Siblings/Others also residing at the student's home address.

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
	<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

Also please list all pets here: (include breed of dogs)

**4. Exchange Experience**

Have you had any family members participate in the Kanayama-Gero Exchange? If yes, please list name(s).	Have you had any friends participate in the Kanayama-Gero Exchange? If yes, please list name(s).
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**5. Physical Needs/Dietary Restrictions Please confirm that the following either do or not apply to you.**

Allergies? (List.)	Heat related issues?	Issues with feet, knees, ankles, back?	Medically necessary dietary restrictions? Why?
Can you ride a bike confidently? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you take any medications for motion sickness? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever traveled without your parents? <input type="checkbox"/> Yes <input type="checkbox"/> No	What is your t-shirt size?

**PARENTS AND STUDENTS PLEASE READ AND INITIAL EACH BOX IN THIS SECTION TOGETHER:****6. 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 remain so during the rest of the school year. We understand that failure to maintain grades may result in being dropped from the exchange program.  Initials:		We understand that school disciplinary actions or failure to adhere to school activity guidelines may result in being dropped from the exchange program.  Initials:
We understand that failure to adhere to Kanayama Exchange agreements and expectations could jeopardize continuation in the program.  Initials:	Confirm that you are able to house a Japanese student in your home for 8-12 days in the spring. Initials:	Can you house a student of opposite gender if needed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Our family will cover the \$1,800 of personal funds to travel to Kanayama. [This does not include spending money while in Japan]  Initials:	Our family is prepared to be involved in fundraising activities for travel. Monies raised cover ground transportation, lodging, meals and admissions during travel.  Initials:	<b>Families are responsible for unsold raffle tickets.</b>
<b>Gift Wrapping</b> Each family will need to provide an adult at Tongass for at least 24 hours (or more if the group is less than 15 students).  Initials:	<i>All families are <b>REQUIRED</b> to split the time equally at Tongass wrapping gifts. We agree to provide an adult for approximately 24 hours in December.</i> Initials:	<b>Raffle Sales – In the fall and the spring, make up the bulk of the fundraising. These can be sold to friends and family out of town as well as locally.</b>  Initials:
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.  Initials:	We understand that there will be no refund of monies after the tickets are purchased and the group fundraised money remaining following the trip goes toward KGK exchange support.  Initials:	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. Which committee would best use your strengths? Gift organizing? Prize procurement? Thank you cards? Performance  Initials:
Timely attendance at Japanese preparation school sessions is required by students selected for travel. Japanese school and fundraising events must be a top priority over other obligations. Attendance will be taken. Failure to comply can be a reason for dismissal from the travel group.	We understand the attendance requirement and if selected will put the Kanayama Exchange above other activities for the year.	Initials:
Parent Signature:	Student signature:	

**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 letter. Attach additional sheet if you need more room.

1. Why are you interested in the Ketchikan•Gero•Kanayama exchange?
2. What are your interests at school?
3. What activities are you involved in outside of school?
4. What things do you dislike? (Do you dislike certain foods, animals, etc.)
5. What do you feel are your strong and weak characteristics?
6. What would it be like to live at your house for a week? (Schedules like meals/bedtimes; Obligations like dance/sports/music practices and meetings; Family time, etc.)

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. Attach additional sheet if you need more room.

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**

<p>Student selection is in two parts:</p> <p>a. Some students may be eliminated based on the initial application and recommendations received or an incomplete application submitted.</p> <p>b. Those who are not eliminated will be asked to interview with the selection committee. <b>Parents are required to meet with the committee at the same time as the student.</b></p>	<p>Do you have any questions, comments, or concerns about the program which you would like address at the meeting or sooner?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <span style="margin-left: 200px;"><input type="checkbox"/> No</span></p>
	<p>Please list best contact number and time to reach you if you wish to have a question answered prior to your child/parent interview with the selection committee.</p> <p>#? <span style="float: right;">Time?</span></p>

### 10. For Our Reference (Parents)

<p>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?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <span style="margin-left: 100px;"><input type="checkbox"/> No</span></p>	<p>Would you be willing to house a Japanese student in the future should the need arise? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possibly</span></p>
	<p>Would you be interested in housing a Japanese chaperone in the future should the need arise? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possibly</span></p>
<p>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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possibly (Note: there is a small stipend available to help offset housing costs)</span></p>	

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

<p>Have you ever considered being a chaperone for the student group?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possibly</p>	<p><i>(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.)</i></p> <p>If being a chaperone is something you would consider, please complete the Chaperone Application and return it to us.</p> <p>You can find more information about being a chaperone at:  <a href="http://www.ketchikangerokanayama.org/chaperone-selection-process.html">http://www.ketchikangerokanayama.org/chaperone-selection-process.html</a></p> <p>You can return it separately or with your child's application.</p>
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### 12. 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)

**13. 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:**Date:*

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*Mother's Signature:*

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*Date:*

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*Father's Signature:*

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*Date:*  

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