



## Under 18 Homestay Application Form and Check List

Homestay Applicant				
Homestay Address				Post code: .
Homestay Phone Number:				
Mobile Number:				
Work Phone Number:				
Employer:				
Other Family Members of the Household				
Name	Gender	Age	Relationship	Name of school / occupation
Person/s conducting interview		Position		Interview date / /

<b>Family Profile</b>
What activities or hobbies do the family enjoy?
Which community organizations are the family involved in ?
What religion do the family members belong to?
What is the main language spoken in the house?
Has your family ever hosted international Students? If yes give details
Does family have any pets?      How many?      What kind?
Does any one in the family smoke?
Is smoking permitted in the house?
Does any family member suffer any chronic illness? Please specify?
What Length of accommodation would you be able to offer?
Do you have public Liability Insurance?



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<b>Interview - hosting of students on International Student Visa</b>	
<b>Documentation</b>	<b>Checklist</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Photocopy of Homestay Application</li> <li><input type="checkbox"/> Code of Ethics</li> <li><input type="checkbox"/> Consent to Obtain Personal Information forms</li> <li><input type="checkbox"/> Homestay Guidelines</li> <li><input type="checkbox"/> Student Visa Conditions</li> <li><input type="checkbox"/> Bank Details Form</li> <li><input type="checkbox"/> International Student Travel Form</li> <li><input type="checkbox"/> Agent's expectations</li> <li><input type="checkbox"/> OSHC Information</li> <li><input type="checkbox"/> Business Card</li> <li><input type="checkbox"/> Calendar of Orientation/Homestay Workshop Dates</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Homestay fee, bond, holding fees, payment methods</li> <li><input type="checkbox"/> Laundry Service</li> <li><input type="checkbox"/> Use of Telephone</li> <li><input type="checkbox"/> Criminal History Record Check</li> <li><input type="checkbox"/> Cultural Differences/Expectations</li> <li><input type="checkbox"/> Travel/Overnight Stays</li> <li><input type="checkbox"/> Change of Homestay Procedure</li> <li><input type="checkbox"/> Safety</li> <li><input type="checkbox"/> Student Visa Conditions</li> <li><input type="checkbox"/> Airport Pickup</li> <li><input type="checkbox"/> Opening a Bank Account</li> <li><input type="checkbox"/> Security for international students</li> <li><input type="checkbox"/> Orientation</li> <li><input type="checkbox"/> School Enrolment</li> <li><input type="checkbox"/> Homestay Workshop</li> </ul>

<b>Duty of Care in the home</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Ensuring the personal safety of the student</li> <li><input type="checkbox"/> Assisting with transportation arrangements as required</li> <li><input type="checkbox"/> Assisting my student's understanding of finance and banking as required</li> <li><input type="checkbox"/> Assisting with visits to medicos / dentist if / when required</li> <li><input type="checkbox"/> Knowing my students whereabouts</li> <li><input type="checkbox"/> Security Alarm (optional)</li> <li><input type="checkbox"/> Smoke alarm/s (compulsory)</li> <li><input type="checkbox"/> Fire extinguisher</li> <li><input type="checkbox"/> Security for international students' belongings</li> <li><input type="checkbox"/> Pool fencing (legislated)</li> <li><input type="checkbox"/> Adequate heating and cooling</li> <li><input type="checkbox"/> Cleanliness</li> </ul>



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### Facilities

Please indicate on the list below, which of the facilities you are able to provide for each of the bedrooms allocated for **international students**. Facilities marked with an \* are essential for all students and those marked with \*\* are essential for long-term students.

**Bedroom A:** single room  shared room  other (eg granny flat)

**Bedroom B:** single room  shared room  other (eg granny flat)

**Bedroom C:** single room  shared room  other (eg granny flat)

**Bedroom D:** single room  shared room  other (eg granny flat)

Bedroom A	Bedroom B	Bedroom C	Bedroom D
Bed and bedding (sheets, blankets, pillow/s) *			
Wardrobe *			
Study desk **			
Study and/or bedside lamp **			
Own toilet/bathroom			
Electric blanket			
Heating			
Cooling			
Lock on bedroom door			
Own telephone line			

### Additional Facilities

(Please identify any additional facilities as this may assist with suitable matching of students)

House key (optional)

Piano / keyboard

Computer

Electric blanket

Recreational facilities available for student use (please detail)

Internet:  Dial-up \_  Broadband

Are you prepared to have internet connected?  Yes \_  No

Additional information/restrictions on the use of Additional Facilities:

Additional expectations/restrictions on students living in the home:

Any transport Services provided?



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**Services**

- Meeting my student at the airport / school
- Engaging in conversations with my student and speaking English at all times
- Providing a warm, caring and supportive home environment
- Taking an interest in my student's activities, culture and family
- Negotiating house rules
- Respecting their personal space, belongings and privacy
- Providing three meals a day (negotiating likes / dislikes)
- Providing laundry service / facilities
- Assisting/supporting with school work and liaising with the school (as appropriate)
- Providing some recreational activities / sightseeing
- Involving my student in family activities where appropriate
- Never borrowing from nor lending money to my student
- Providing maps and transport information of city and local area if required
- Household routines (indicate general times): Evening Meal Time: Bedtime:

**Other relevant information**

(eg renovations, upcoming vacations etc)

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I am satisfied that the Homestay interviewer has clearly covered all aspects of Homestay provision as mentioned on this form and answered all questions satisfactorily.

Homestay Signature: .....Name:.....

Accredited Officer Signature:.....Name:.....

Date:     /     /