2018-19 ESSEX APPLICATION CHECK LIST
DISTRICT 7_____

LAST NAME:_____FIRST NAME:_____

***Name of Outbound Chairman to Notify on the Country Assignment:*_____**

Each submitted outbound student's package *MUST* contain the following:
Long Term Application can be downloaded at: http://www.exchangestudent.org

- One **(1)** completed application with the **FIRST PAGE TYPED and the Guarantee Form Typed**
  The second copy of the completed application stays with the District Chair or Outbound Chair.
- One **(1)** "2018-19 ESSEX Guidelines, Conditions & Rules for Outbound Students" This form can be downloaded at: http://www.exchangestudent.org
- One (**1**) copy of Student's Passport - If a student does not have a passport, he/she needs to apply for one immediately. For students with passports, the passport must be valid until February, 2019. If not, the student will need to apply for a new passport. I cannot place a student until I have a copy of a valid passport.
- One **(1)** 2018-19 ESSEX Application Check List
- One **(1)** 2018-19 Country Selection List

Please check that the application IS complete, including all required signatures.

1. _____YES Student's information sheet (personal letter and parents letter) is typed.
   Color copies of photographs are acceptable.
2. _____YES (1) OFFICIAL HIGH SCHOOL TRANSCRIPT from
   school of all courses, complete with grades of the last two years.
3. CUM AVERAGE IS: _____
   Must match the figures on school Transcript.
   CLASS RANK, IF AVAILABLE IS: _____
4. _____YES _____NO Are the Student's Parents separated or divorced?
   If YES, signatures of both Legal parents or Guardians must appear on application, or copies of official custody papers attached.
5. _____YES **IF STUDENT IS UNDER 18 HAVE the PARENTS BEEN ADVISED** that a notarized document with both legal parents or guardians signatures will be required by the travel agency to acquire Visa?
6. STUDENT'S AGE ON AUGUST 1, 2018 _____YEARS _____MONTHS

   DATE OF BIRTH _____
   ALPHABETIC MONTH DAY YEAR
7. _____YES Are all the blocks COMPLETED with ORIGINAL Legal signatures on the application, including sponsoring Rotary Club?
8. _____ YES Our district will host an inbound in August 2018.

Updated 31 Aug 2017