



## United Faith Christian Academy

8617 Providence Road Charlotte, NC 28277

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### HOMESTAY FAMILY LETTER OF AGREEMENT 2015-16 School Year

Thank you for becoming part of United Faith Christian Academy's International Student program. The homestay experience is a very important component of our program. We know that many of our students' most vibrant memories will be of the time they spent with the members of their American homestay family.

In our continuing effort to insure our homestay placements are a rewarding experience for you and for our student it is important that all parties maintain open communication. It is your responsibility to contact the International Student Coordinator to discuss any matters of concern regarding your student before the situation becomes unmanageable. The Coordinator will assist in finding mutually agreeable solutions through compromise and discussion.

In being a Homestay family you have agreed to the following:

1. Provide the student with a home environment that is safe and clean.
2. Provide the student with a room of his/her own. The room will contain a bed, closet, dresser, window, study space with a desk and a lamp, and a night table.
3. Provide the student with wholesome food each day.
4. Provide laundry facilities with instructions for use.
5. Firmly, yet gently, enforce all house rules as explained to the student.
6. Be open and honest, tolerant and respectful in communicating with the student.
7. Ensure that student attends church regularly with your family and provide transportation for activities in which student would like to participate.
8. Arrange for pick-up transportation when the student arrives and departs. If this is not possible because the student arrives on a working day, then the homestay family must inform the International Student Coordinator.
9. Inform the International Student Coordinator of any travel plans that include or do not include the student. It is hoped that the homestay family will include the student in any vacation plans they make during time that the student is in their care but in the event that they do not, then the homestay family must make arrangements for the student to be well cared for in their absence and inform the International Student Coordinator where the student will be housed.

- 10. Orient the student to your neighborhood, including matters such as banking locations and procedures, nearby stores and recreation facilities.
- 11. Orient the student to household emergency procedures (such as fire, inclement weather, etc.).
- 12. Inform the International Student Coordinator when/if the makeup of your family changes, a record of family members must always be current.
- 13. Attend homestay information/orientation sessions when available.

*We further understand that:*

- All hosts and students are expected to contribute to the creation of a welcoming and secure home environment. If it is learned that there are problems in the home or there is a violation of one of the Homestay program guidelines, and efforts to find a solution are unsuccessful, the placement may be terminated and the student withdrawn from the home immediately.
- A 30-day period of notice must be given by the host family in the event they request the student be removed from their home. For serious cases, one month notice may not be considered necessary. This determination will come from the Head of School and International Student Coordinator after consultation with affected parties.
- The International Student Coordinator will be monitoring the student’s progress at school. The homestay parents are also asked to monitor student attendance and grades at school. Should the homestay parent receive notice from the school that their student has not attended or classroom preparation/performance is inadequate, then the International Student Coordinator is to be informed immediately.
- All homestay families will be required to sign an “Authority for Release of Information” form that allows a background check to be completed.

We have read and understood the above agreement.

Head(s) of household name (**print**): \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date