



HOMESTAY APPLICATION FORM

APPLICANT'S DETAILS		<i>PLEASE ATTACH ONE PHOTO OF YOUR HOME (EXTERIOR) & ONE OF YOUR FAMILY.</i>	
Surname:			
First Name:		Title (please circle) Mr Ms Mrs Miss	
Address:			
Phone (Home)		Fax:	
Phone (Work)		Mobile:	
E-mail Address:			
Nationality:		Language(s) Spoken:	
How long have you lived in New Zealand :			

Details of ALL people living at above location INCLUDING MAIN APPLICANT

Name	M/ F	Date of Birth	Occupation/School Name	Work / Mobile Phone	Relationship to Main Contact

HOUSEHOLD DETAILS

Family interests/ hobbies / sports: _____

Usual dietary practice (eg vegetarian) _____

Pets (please tick and indicate how many) None Dog Cat Other

Musical instruments available (eg piano) _____

Description of home/family (eg Recently renovated 3 bedroom home with large, sunny yard and a dog. Near the bus stop and local park.)

Do any members of your family smoke? Yes No

Does your family permit smoking? Inside Outside Not at all

Will you accept couples? Yes No

Transportation Are you on a train route Yes No Travel time on train _____

Are you on a bus route Yes No How many minutes to the campus? _____

Approximately how long does it take to get to the campus? _____

Religion Sometimes students request to be placed with a family that is actively involved in a church. Are you active church members? Yes No

If yes, which denomination? _____

ACCOMMODATION OFFERED

Number of rooms available: Single Double Sleep Out Self contained flat

Do any student rooms have an ensuite? Yes No

How many bathrooms in the house (total)? _____

STUDENT PREFERENCE (tick those applicable)

Age 10/11 12/13 14/15 16/17 18+ No preference

Gender Male Female No preference

Length of Stay 1-4 weeks 5-12 weeks 13+ weeks No preference

Number of students 1 2 3

TERMS AND CONDITIONS

Thank you for offering to provide a Homestay for international students. There are three attached documents that you need to read. (All included in the Homestay Operations Manual)

- **Obligations of the Homestay family** explains the obligations of a Homestay family to both Kiwi English Academy (KEA) and the student placed with them by KEA.



- **Obligations of KEA to the Homestay family** outlines KEA obligations to you and ways in which we assist you if there are problems with a particular student.
- **Obligations of the Student to the Homestay family** outlines the standards of behaviour KEA expects from the students it places with the Homestay. These rules are discussed with students in their native language upon their arrival at KEA.

Please feel free to contact the Homestay Coordinator on (09) 5244711 if you have any further questions.

PURPOSE OF THIS DATA GATHERING

The information you provide is used in the following manner:

- To ascertain family suitability for Homestay purposes
- To match suitable Homestays with individual students
- To advise the Homestay student’s agent, guardian and the student’s birth family the details of the accommodation provided
- To provide all Homestay families accommodating tour group students with the contact details of all other tour group members and their Homestays

The information you provide will not be released to any other parties.

INSPECTION OF HOME

I also understand that Kiwi English Academy Ltd. staff may wish to interview my family and me and inspect my home to ascertain its suitability for a Homestay student. I agree that, given a minimum 24 hours notice, a KEA staff member may visit my home to conduct an inspection.

Name _____ Date _____

Signature _____

PERSONAL REFEREE

I also agree to provide two personal referees and agree that KEA or its representative may contact these referees for the purpose of ascertaining my suitability to host a student.

Referee 1 Name _____ Daytime contact no. _____

Relationship to Applicant _____ Evening contact no. _____

Referee 2 Name _____ Daytime contact no. _____

Relationship to Applicant _____ Evening contact no. _____

HOMESTAY PAYMENTS

Students in single room, half-board	\$250.00 per week
Shared room per student (2 students per room), half-board	\$235.00 per week
Homestay holding fee (to retain place at Homestay when students are away)	\$70.00 per week
Students in single room, full-board (on request)	\$270.00 per week



PAYMENT SCHEDULE

Payment week runs from Saturday to Friday (inclusive). Payments are made every second Friday, in fortnightly amounts. The first and last payment will be adjusted to our schedule.

BANK ACCOUNT DETAILS

Payments are made by direct credit into your bank account. Please supply your bank account number below.

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To ensure accuracy with your account details, please attach a bank deposit slip.

ACCEPTANCE OF TERMS

I acknowledge that the above information is correct, that I have read all three documents included in the Homestay Operations Manual and that I agree to the terms and conditions of the Obligations of the Homestay family contract.

Name _____ Date _____

Signature _____

<Checklist For Office Use>

- Police vetting form sent: Date_____
- Police vetting form received: Date_____
- Home inspection conducted: Date_____
- Referee contacted Date_____
- Successful Homestay Contract Sent: Date_____