

Summary

The foundation of a successful year is built upon three essential, fundamental functions:

1. Pre-arrival communications- including last minute communication
 - Within 5 days of your notification of the student's acceptance, send a detailed letter to the student (and parents). DO NOT use colloquial terms or regional phrases. Copy all correspondence to the GRSP office (grsp@grsp.org) and GRSP Trustee.
 - Include a family picture.
 - Talk about your family.
 - Provide literature about your city and about Georgia and include a discussion of climate and general geography and history.
 - Describe your Rotary club including general information as to size and special projects of student interest.
 - Describe the items in the "Rotary Suitcase" that your club has for the student.
 - Discuss the requirements that the club has for the student such as a program about their country (request they bring slides, map or video and a native costume, if there is one).
 - Provide information about their college such as size, location, web site, etc. Send a college catalog if possible along with bookstore "goodies" like t-shirt, bumper sticker, banner, etc.
 - Invite the student to spend the holidays with you. This is a large part of the cultural experience and it shows the parents you are sincere in having the student is a part of the family. Ask the student to refrain from making plans for travel over the holidays.
 - Recommend also that the student bring several miniature club banners from their home club for exchange and several small gifts from their country to present their many hosts during their stay.
 - Request an itinerary for travel as soon as it is completed. Recommend arrival at least one week prior to school orientation.
 - Include home and work phone numbers, fax, mailing addresses and e-mail.
 - Include a date and time shortly after the letter has had time to arrive that you will phone. Make the call at that designated time to talk to the student and parents.
 - Answer questions, raise their comfort level and begin bonds of friendship.
 - Extend an open invitation for the parents and family to visit during the year.
2. Meeting the student at the airport, hosting prior to entering college and assisting setting up dormitory "home".

- Make a final call or e-mail immediately before the student leaves their country to insure that their plans have not changed at the last minute and that you will meet them at the airport. Arrange for place of meeting and inform the student how to find you. (clothing, flags, signs that you will have).
- Have several members of your club and family present for the students' arrival, if possible.
- Make the student feel welcome immediately.
 - Remember that there will be heavy luggage to carry.
- Have a special club event soon after arrival for all members to meet the student.
- Remember that the student has traveled many hours usually, so give them time to recover from travel before the barrage of things to see and do.
- Let your GRSP Trustee know that the student has arrived and set up a meeting between them. The trustee has much information for the student, including a check for their books and meals in some instances.
- Find the dates of college orientation and plan to have the student there in time to set up the dormitory room. Arrange help to carry luggage and the "Rotary Suitcase".
- Plan to take the student on a shopping trip for any items that are needed for the room. ie. Paper products, school supplies, groceries, etc.
- If not provided by the school, assist with opening bank accounts, telephone accounts, cable TV, etc.
- If the student has any intentions of purchasing a car, discuss and help with Georgia driver's license and insurance needs, and give a basic review of the driving laws. Be sure that the student is knowledgeable of the laws of Georgia as to drugs and alcohol.
- Give phone numbers and addresses where you can be reached; get phone numbers and addresses where the student can be reached; explain to the student how to dial local and long distance calls and especially 911 calls.
- Explain solicitation by companies with phone cards, credit cards, magazine offers, etc. Students from developing countries are unaware, and have in the past incurred large bills in past years.
- Make the student aware of different animals: pests, such as gnats and fire ants; and snakes that are native to Georgia.
- Make student aware of the costs of such things as food, movies, entertainment, etc. Some often have no idea until the bill at a nice restaurant arrives.
- Make the student aware that attendance at the conclave in August and at the District Conference in April are mandatory. Do not make any plans that will conflict, and arrange tests in advance if necessary if they conflict.
- Purchase a pocket appointment calendar for the student to manage school, Rotary and host family activity dates.

BE SURE THE STUDENT NOTIFIES YOU IF THEY LEAVE SCHOOL OVERNIGHT.

ENCOURAGE THE STUDENT TO READ AND RESPOND PROMPTLY TO ALL MAIL.

3. Hosting during weekends and especially holidays and semester breaks when dorms are closed or campus is deserted.

Set up a program for the student to speak early in the Rotary year. They have made plans for this talk and want to speak to the club. Preview the talk and make suggestions for changes if necessary. Plan on a short program late in the year also for the student to have a chance to review the year.

Coordinate plans early in the year after finding dates that school breaks occur.

Let student know that you expect them to stay with you during holidays rather than traveling in the U.S. or back home. The holidays are an important part of the cultural exchange of the GRSP scholarship. There will be time for travel following the school year. Be sure the student understands this important part of the scholarship that is expected.

Establish early that Rotary takes precedence over all other activities.

Call the student weekly and set up times for visits. DO NOT wait for the student to call you.

Allow other club members to take part in events with the student. The more that are involved, the better the experience of GRSP will be for everyone.

Help with plans for departure. If you have done your job effectively as host family, this will be a very difficult time for you and for the student.

Stay in contact with the student and notify the GRSP office of address changes as they occur in the life of the student.