

# THE CITY OF NEW BRUNSWICK

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## **Student Exchange Policies for Programs with New Brunswick's Sister city, Debrecen, Hungary Form #1, 2 pages**

### ***Policies include:***

1. **Students selected from Woodrow Wilson School must be a legal resident of the City of New Brunswick and hold a USA passport (that does not expire until six months after exchange).**
  2. **Only students in grades 5, 6, & 7 from Woodrow Wilson School, New Brunswick will be considered for the opportunity to participate in exchange.** Students must continue in a school in a New Brunswick school for two school years
  3. Parents and students sign and notarized that the students selected to participate will continue in the New Brunswick school system. Parents of students selected who do not live up to the policies and responsibilities while participating in the exchange will reimburse the sister cities program for cost of program and if necessary for sending them back to the USA.
  4. **Ability to Represent:** Students must have the ability, desire and capability of being an outstanding representative of the USA, the City, their school, the Sister Cities Program.
  5. **Academic record:** Students must have strong academic record as well as outside interests.
6. **2023 Orientation for students/parents and/or Guardian TBA.**
7. **Family affair: Parent/Guardian/ Student Commitment before, during and after:** Parents and/or guardians must make a total commitment to participate in the exchange in every way.
  8. **Preparation for exchange experience:** It is mandatory that all students participating in the exchange **attend the entire orientation program** to prepare them for their visit to Hungary.
  9. **Performance:** Students must learn and perform poetry, songs, dance, etc., so, when called upon; they can perform in a group during their stay in Hungary.
  10. **Rules/guidelines:** Students must obey all school and sister cities rules as well as guidelines regarding behavior, personal conduct, group conduct, as well as the rules and guidelines of host school and host family in Debrecen, Hungary.
  11. **Journal/speaking:** Students must keep a written journal while in Hungary; write a report about the experience upon return and speak to schools, community, corporations, sponsors, government, student and/or other groups as required. Journals and/or reports are to be given to Michael S. Tublin, New Brunswick Sister Cities Association no later than 3 weeks following return from exchange.
  12. **After exchange:** Students must stay active and involved in the New Brunswick Sister Cities program for a minimum of two years.

## Procedures for Participation in School/Sister Cities Exchange program

*(Dates, times and places are selected according to when the exchange program takes place. Family Orientation is held 6-8 months before exchange takes place. Following family orientation, students are given approximately 2-3 weeks to complete the application and participate in a personal interview with 3-4 members of the sister cities association and 1 from the school. Once students are confirmed, sessions to prepare students, teachers and chaperones for the experience are scheduled.)*

- 1) **Family Orientation** - Introduces families and students to exchange opportunity and responsibilities. This presentation is given by Michael S. Tublin and/or members of New Brunswick Sister Cities Association. **Parents or guardians must attend with student. An exchange is a family affair.**
- 2) **Junior Ambassadors**: All students selected for the exchange are considered 'Junior Ambassadors'. A Junior Ambassador must have the ability, capability and willingness to accept the responsibility, challenge and hard work of being a good representative for our country, our City and our schools, our sister cities program. A student will be selected as the student leader and will have considerable public speaking requirements and speaks for the group at official functions; others will be assigned tasks as needed, possibly a historian and photographer.
  - A. **Junior Ambassadors** must have the ability to work as a team and in consensus with others. You first represent your group (an American), next your city, state, your school, the sister cities program and lastly yourself. As an individual, you are not all that important, it is most important that you are able to work as a group. **Your primary responsibility is to make sure that the next group, who goes to Hungary, will be as welcomed, as you will be.**
- 3) **Application**: Completed application must be given to the school principal who forwards copies to Michael S. Tublin for review by the Interview Committee. All applications must be in by Jan. 4, 2023. With the application a photocopy of **USA passport must be presented (that does not expire until six months after exchange).**
- 4) **Interview Committee**: Michael S. Tublin will select 3 members from NBSC and Woodrow Wilson School will selection 1 person (not participating in exchange) to serve on Interview Committee. Once the Interview Committee has reviewed the applications, a meeting with each student by the Interview Committee to interview them is organized. At end of the interview, the Committee will make the decision as to who will be accepted for the exchange. Students will be notified as soon as possible as to whether or not they will be participating.
- 5) **Forms**: **There are several forms to complete besides the Application Form.** All forms must be completed and submitted on or before due date. **Most forms must be signed by both parents or guardians and student, some forms need to be notarized.** Only students participating in the exchange will need to have Medical Forms, Permission Forms, etc.,
- 6) **Student Preparation program**: Orientation includes culture, customs, history, language, etc. Also, students also need to know their own history, the history of New Brunswick and the sister cities historic ties. Orientation program may be in school, after school, on Saturdays.
- 7) **Continuing Participation upon return from exchange**: Students must agree to continue participation in the sister cities program. Participation includes parents and/or guardians who may provide home-stays for exchange students or students who will act as a school-host for in-coming sister cities students. Student participation may include some of the following - home hosting, school hosting, attending events and activities planned for in-coming sister cities students, speaking to groups about exchange experience, etc.
- 8) **Reports and/or public speaking**: Students will keep a journal during the exchange, from departing the USA to returning to the USA. Upon return from the exchange, students write a report about the experience, e.g., the experience itself, what was learned, suggestions for future exchanges, etc. **Report or journal is due Michael S. Tublin no later than 3 weeks following end he day of returning to the USA.**
- 9) **Have Fun**. This should be a fun and rewarding experience for student and his/her family.