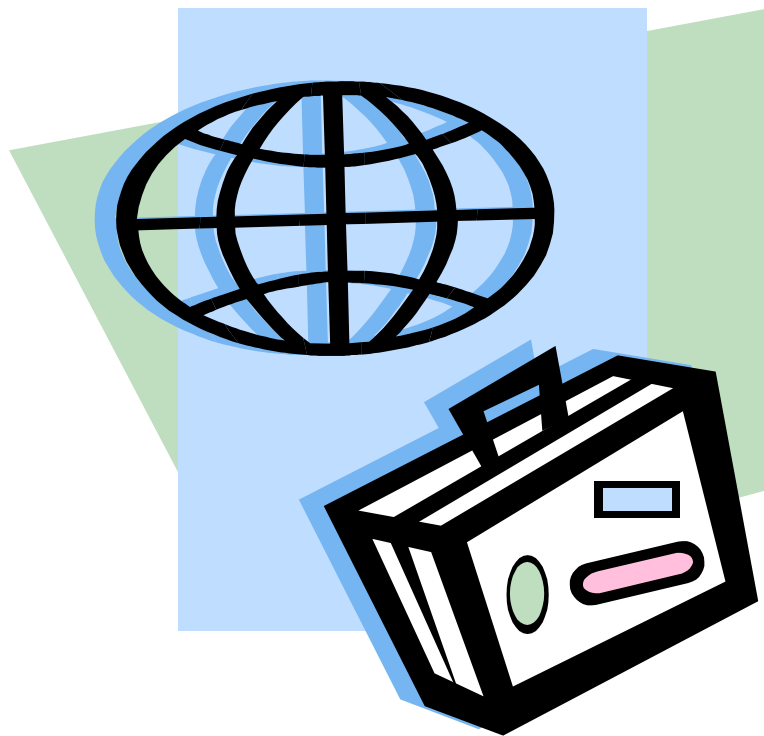


Fresno Sister Cities

Parent/Student Handbook



What is Fresno Sister Cities

This program is a non-profit organization, officially supported by the city of Fresno and our many citizen volunteers. This is a Mayor-to Mayor City partnership, with citizen diplomats volunteering on each committee. This international organization helps support the development of partnerships between U.S cities like ours and cities around the world. This program provides students with a unique opportunity to broaden their perception of the world while offering them an enriching summer exchange experience.

About Münster

This program has been direct exchange between Fresno and Münster Germany for over 25 years. Münster lies in the North-Rhine in the rich Westphalia region of Germany that borders on the Netherlands. Münster is known as “The Bicycle Capital of Germany”. A Promenade rings the old city center of Münster and is now a large tree-lined bike path that traces along the site of this ancient city's wall.

Eligibility and Requirements

- All students, grades 9-11 enrolled at a Fresno County high school are eligible to apply (priority will be given to German students)
- Students must be attending a Fresno County School in Fall of 2014
- You must be able to host a German student for 4-6 weeks. (August –September time frame) Meaning, providing that student with their own bed and safe comfortable living environment.
- You must have a passport or eligibility to get a passport. Having this on time for flight is parent/student responsibility.
- You must complete all requirements of the Fresno Sister Cities Checklist.

Breakdown of Program

1. Students will complete all necessary paperwork and steps involved in the application process. Students will then receive an email in the beginning of January informing them whether they were accepted to be a participant of the Fresno Sister Cities Program. If they are accepted, students will receive family and partner contact information. This is where the fun starts, you can begin building that relationship between you and your exchange partner. (The partner will be of the same sex and similar in age)
2. The cost of the program will be \$ 1,950.00. The total amount is due will be announced. A \$165.00 Deposit and a \$35.00 Fresno Sister City Membership Fee will be due with the Application. (Checks made out to Fresno Sister Cities). Total \$200.00 will be due by November 20th 2013
3. This is a deposit that goes towards your trip. If you decide to pull out your application, this deposit will not be refunded. If your student is not accepted into the program your deposit will be refunded.
4. Fresno Sister Cities Membership Fee. This is a \$35.0 dollar fee that has helped the program continue its existence for the last 25 years. Although this is only a 1 year requirement, we ask parents to continue to support Fresno Sister Cities by renewing their memberships even after student participation in program.
5. Scholarships: Please submit an essay on why you think you would make a good student ambassador. (1-2 page essay) (2x \$500 scholarships available)
6. American Students will fly to Germany and stay for 4-6 weeks. Students will attend school for 2 weeks (**Attendance is a requirement**). For the remainder of the stay the students will be on summer break.
7. American students will return home with the German students. German students are to be enrolled into the American high school. Germans will attend school with their American partner for 4-6 weeks.
8. During the program Students will help participate in Fundraisers, such as the sale of coupon books, helping at our carwash, golf tournament, and fundraising dinner.
Dates TBA

Tentative Dates for the 2014 Program

American Students will Travel to Germany on June 26th and return on July 31st from Los Angeles to Dusseldorf Germany. Students must be taken and picked up from LAX

German Students will Travel to Fresno on August 7th and return on September 18th.

(If these dates present a conflict please let us know ASAP)

Initial Checklist

Fill out and return the following documents
to **PO 3154 Pinedale, Ca 93650-3154**
(Mailed no later than November 25, 2013)

- Student Application
- Parent/Student Responsibility Form
- \$165.00 dollar deposit and \$35.00 Fresno Sister City Membership Fee and Application (Checks made out to Fresno Sister Cities).
Total \$200.00. **Total Deposit due by November 25th.**
- Apply for passport and turn in a copy of receipt of purchase. If you already have a passport please turn in a copy of it.
- After all steps above have been completed please email Fresnosistercities@gmail.com with both you and your parents email so that we can add the both of you to the 2014 exchange mailing list.
- Final Payment due by TBA (Probably February). If payment is an issue please let us know.

Fresno Contacts

Kyle Marney	559-960-3202
Hillary Fawcett	801-602-1717
Lisa Murray (President)	559-906-1834

Münster Contacts

Philip Hagemann	011-49-1775042402
Horst Deneke	011-49-5485-3906

Application

Student Name _____ Age _____

Address _____

City _____ Zip _____

Date of Birth _____ Phone Number _____

Email _____ High School _____

Number of years in German _____ Other languages _____

Mothers Name/occupation _____

Mothers email _____ cell _____

Fathers Name/occupation _____

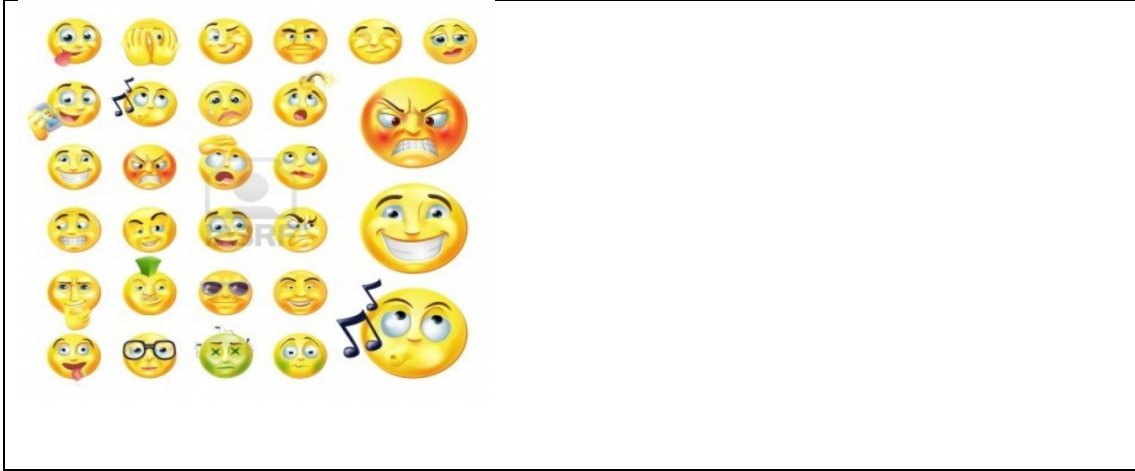
Fathers email _____ cell _____

Student interest

Special Accommodations/Needs

Which Smiley are you?

Please draw and color a picture of your personality as a smiley!



{Please rate yourself on a scale of 1-10}

10 being the highest and 1 being the lowest

I am Shy?

I like to read?

I am athletic?

I like to watch TV?

I spend a lot of time on computer?

I like doing outdoor activities?

I am outgoing?

I am mischievous?

I love to sleep in!

Family time is very important to me!

Essay Prompts

Prompts 1-2 need to be typed out (2 paragraphs minimum per prompt)

Prompt #3 (2 pages, double spaced)

Questions – typed out

1. Please tell us about yourself (please be descriptive as possible so that we can better match you to an exchange partner)
2. Why do you want to go to Germany and what do you hope to get out of it?
3. Please research one topic specific to modern day Germany and share your discoveries with us.

Please answer the following questions?

1. How many states are in Germany?
2. How many of those states are city states?
3. What is the German chancellor's name?
4. How many inhabitants live in Germany?
5. Name 5 German auto manufactures that exist in the USA?
6. What large river runs through Germany?
7. What is the capital?
8. What big mountain ranges are in Germany?
9. In which city is the Oktoberfest held?
10. Which countries border Germany?
11. What is Karnival?
12. What is the # 1 economy in Europe?
13. What color is the German flag?
14. Please tell is why the following dates are important in Germany
October 3rd
November 9th
December 6th
15. Which soccer team in Germany won the championship this year?

Student and Parent Responsibility Contract

Students

I, _____ understand that I am a student ambassador of the city of Fresno and of the United States. I am committed to maintaining responsible behavior during the course of this program. I have discussed with my parents the importance and expectations that are required from me in order to be a participant as a student ambassador. I also understand that any abuse of responsible behavior will be reported to the program, families, and possibly the school. I am also committed to being a good guest and a good host during this experience. This means I will take part in family time as well as watch over and take care of my partner to make sure that they feel good and also have a good experience. In addition, I will not post or comment any negative representations regarding Sister Cities on any social media outlets.

Student Signature

Parents

I, _____ have discussed with my student my expectations and guidelines for their trip abroad. I also understand my own responsibilities. I commit to showing our German guest a good time while they are here and will make them part of our family for the 5 weeks. I am aware that I am responsible for transportation to and from LAX as well as getting my student to the Student Ambassador Award ceremony. Any trips we make in which we will leave Fresno, we will write Fresnosistercities@gmail.com to notify them first. I also know that it is my responsibility to register German students into American schools and know that this may take time during a weekday. If in any case my student needs to be sent home for irresponsible behavior, I am aware that I will be responsible for the costs.

Parent Signature

Passports

For more information on the following, go to travel.state.gov

All minors ages 16-17 must:

- appear in person at the time of application.
- have a parent or guardian present photo ID if the minor does not have ID of his own.
- provide a photocopy of the same ID document that will be presented at time of application.

Steps to submit a U.S. passport application in person

1. Fill out form DS-11: Application for a US Passport. Form is available at US Post Office.
2. Submit completed form in person (3 local post offices are listed below)

Woodward Park

755 E Nees Ave
Fresno, CA 93720-9998

559-440-4272

Passport processing &
Passport photo hrs:

M-F 8:30am-4:30pm

No appt. needed.

Cardwell Station

1606 E Griffith Way
Fresno, CA 93704-9998

559-222-2230

Passport processing &
Passport photo hrs:

M-F 8:30-1:30, 2:30-4:30

Appt. is required at this location.

Clovis

655 Minnewawa Ave
Clovis, CA 93612-9998

559-297-9593

Passport processing &
Passport photo hrs:

M-F 9am-1pm, 2:15-4pm

No appt. needed

3. Submit evidence of US citizenship (One of the following)
 - previously issued passport
 - certified birth certificate
 - consular report of birth abroad
 - naturalization certificate
 - certificate of citizenship
4. Present ID (One of the following)
 - previously issued passport
 - naturalization certificate
 - valid driver's license
 - current government ID
 - current military ID

5. Submit a photocopy of the identification documents presented in Step 4.

6. Pay the application fee

-Ages 16 & older

Application fee.....\$110 (Payable to Dept. of State)

Execution fee.....\$25 (Payable to Post Office)

7. Provide passport photo, or have photo taken at post office for additional fee.

Other locations to have passport photos taken are:

Costco – Fed EX

Walgreen's-Kinkos

Passport processing time is generally 4-6 weeks. Up to date processing times are available at travel.state.gov.