



# Teacher-Leader Application

Please sign agreement below and return form with student applications



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Program Country \_\_\_\_\_

Year \_\_\_\_\_  Spring  Fall  
 Summer  Winter

First Name	Legal First Name, if different	Last Name (as on your passport)
Home Address		School Address
Home Phone	Cell Phone	School Phone      School Fax
Home E-mail		School E-mail Address
Please send materials to my <input type="checkbox"/> school <input type="checkbox"/> home		
Birthdate _____	<input type="checkbox"/> Female <input type="checkbox"/> Male	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Other:
	<input type="checkbox"/> Smoker <input type="checkbox"/> Non-smoker	U.S. Citizen? <input type="checkbox"/> yes <input type="checkbox"/> no    If no, indicate citizenship:
List any medical, allergy or dietary information that L& F should be aware of:		
Emergency Contact: _____ Relationship: _____ Cell Phone: _____		
Work Phone: _____		
Emergency Contact: _____ Relationship: _____ Cell Phone: _____		
Work Phone: _____		
<b>During the family stay I prefer:</b> <input type="checkbox"/> a hotel <input type="checkbox"/> a family stay* <input type="checkbox"/> to be free as my colleague will take charge of the students.		
<i>*If you are interested in a family stay for yourself, please write a letter to the prospective host family. Introduce yourself, describe your interests, personality and your family, and attach a photo to the letter. (We can't guarantee adult family stays but will try.)</i>		

**Agreement:** I agree to carry out my responsibilities as an L&F program leader (as indicated on reverse) and agree to uphold Language & Friendship Program Expectations.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Note: If this is your first time traveling with Language & Friendship, please complete reverse side also.

## Leader Responsibilities

- Support mission and philosophy of L&F
- Support and enforce L&F Program Expectations before and during program
- Serve as liaison between L&F and students/parents
- Plan group preparation meetings
- Prepare students, using L&F materials along with any of your own materials
- Facilitate a positive learning experience
- Collect payments and materials
- Speak the target language as much as possible with students and co-leaders
- Work together with family-stay coordinator while abroad

**If you are a first-time L&F Leader, please complete the following:**

Language(s) you teach: \_\_\_\_\_

Other language(s) you speak: \_\_\_\_\_

Other subject(s) you teach: \_\_\_\_\_

If not a teacher, profession: \_\_\_\_\_

Previous travel abroad with students: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Your own previous travel/study abroad/family-stay experiences: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_