



2024 Edmonds Sister City Student Exchange

APPLICATION AND PROGRAM INFORMATION



CONTENTS OF APPLICATION PACKET:

- PROGRAM BACKGROUND INFORMATION
- SAMPLE ITINERARY
- APPLICATION/MEDICAL INFORMATION/YOUTH AGREEMENT
- RECOMMENDATION FORMS

PLEASE RETURN ALL FORMS TO:

Edmonds Sister City Commission
Office of the Mayor
121 5th Ave. North
Edmonds, WA 98020

~~Application deadline is Friday, March 15, 2024~~ **Application deadline has been extended to Monday, April 1, 2024, with priority given to the first three applications received.**

REQUIREMENTS

1. Applicants must be students within the ages of 14 – 18
2. Students must be in good standing in all their classes
3. Students and their family **must be able to host** a Hekinan student from **8/19/2024 through 8/28/2024**

APPLICATION PROCESS

1. Fill out the application forms in blue or black ink (no pencil) and submit with a \$400 deposit which will go towards chaperone travel expenses. If you are accepted into the program, a copy of the **Application/Medical Information/Youth Agreement** form will be sent to your host family and City of Hekinan officials. Applications will be accepted on a **first-come first-served basis**. *(Priority is given to applicants who have not previously participated in the program.)*
2. Ask a current **teacher** and one other **non-related adult** to complete a **Recommendation Form**. The people recommending you should **email their form directly to the Edmonds Sister City Commission at sister.city@edmondswa.gov**. Recommendations **must** be received for your application to be eligible for consideration. Recommendation Form references may be called for verification.
3. Write a letter of introduction to the Commission detailing why you would like to participate in the program and provide two (2) pictures of yourself and one (1) of your family *(these pictures will be sent to your Hekinan host family with an introduction letter from you)*.
4. After the application deadline, *qualified applicants** will participate in a short **personal interview** with the trip chaperones and 1-2 Sister City Commissioners. Candidates will be notified of their acceptance into the program after all candidates have been interviewed. Your deposit becomes non-refundable once you are notified of your acceptance and you confirm your intent to be a part of the delegation. Upon acceptance, you should apply for a passport if you do not have one. **Qualified applicants are candidates who meet the requirements and have submitted complete application packets by the deadline date.*
4. Once seven students are selected, a waiting list will be established.
5. To complete the summer Student Exchange Program experience, we expect students and their families to **host a Hekinan student** during the 10-day exchange stay in August. After you are selected, a **Host Family Application and background check** must be completed. Weekday activities for the Japanese delegation are organized by the Sister City Commission. Host families provide daily breakfast, weekend/evening outings, and evening meals, along with transportation to and from Edmonds City Hall for weekday activities.



2024 Edmonds Sister City Student Exchange

APPLICATION AND PROGRAM INFORMATION



PROGRAM BACKGROUND INFORMATION

The Sister City Commission of the City of Edmonds invites students 14-18 years of age to participate in the annual Student Exchange to Hekinan. Seven students will travel to Hekinan from 7/29/2024 – 8/8/2024. Student cost for the trip in past years has ranged between \$1,600 and \$2,200 and is dependent upon the cost of airfare. Students from Hekinan will travel to Edmonds from 8/19/2024 – 8/28/2024. Edmonds and Hekinan have been Sister Cities since 1988 and the exchange program has been a central component of that relationship. Several schools in Edmonds have established relationships with schools in Hekinan at both the elementary and secondary levels and many students have made lifelong friends.

Hekinan is about 30 miles south of Nagoya (home of the 2005 World's Fair) and is located on Mikawa Bay. The city has a population of approximately 80,000 and is a major port for the export of Toyota automobiles that are manufactured in the area. Hekinan is also noted as a fishing port and for the manufacture of ceramics and roof tiles that are an ever-present feature of the Japanese landscape. Nagoya is the third largest city in Japan and is ideally situated for the tourist to reach other major historic sites such as Nara and Kyoto. The Ise Shrine, one of the most sacred sites in all of Japan, is also nearby. Hekinan officials traditionally transport our students to one or more of these attractions each year. The city officials have enthusiastically embraced the Sister City program and have been a major contributor to the development of the Centennial Plaza and waterfront in downtown Edmonds.

The exchange program is based on homestays for both the Edmonds and Hekinan students. Since cultural understanding is so central to the Sister City program, this has proven to be the most valuable activity that we undertake. The students and their chaperones from past years have felt that this program is truly an exciting learning event and one that can enhance personal growth and perspectives in ways that are difficult to match in academic settings. For students of the Japanese language, it can be especially beneficial. For some students, it has helped shape their college and career planning.

It should also be noted that the students chosen to participate represent the community and their country and therefore should always act in a mature and responsible manner. They will be treated like visiting dignitaries and shown many courtesies. The Japanese are known for their hospitality and the exchange students have been impressed with this aspect of their stay. Knowledge of some Japanese language is helpful, but not necessary. Most Japanese staff and host families have studied English and can carry on a basic conversation.



2024 Edmonds Sister City Student Exchange

APPLICATION AND PROGRAM INFORMATION



SAMPLE ITINERARY

DAY	TIME	DETAILS
Day 1 30-Jul (Tue)		(Arrival Day)
	20:55	Arrive at Centrair Airport <ul style="list-style-type: none"> You can exchange money at the airport A city bus will pick the delegation up at the airport
Day 2 31-Jul (Wed)	23:00	Arrive at Hekinan City Hall <ul style="list-style-type: none"> Picked up by host families
	8:45	Meet at Hekinan City Hall Leave City Hall for Hekinan City tour <ul style="list-style-type: none"> Hekinan Seaside Aquarium
	11:00	Rinsenji-Temple (DON'T WEAR SKIRTS)
	12:30	Lunch
	13:30	Hekinan High School (club activity trial)
	16:00	TATSUKICHI FUJII Museum of Contemporary Art
	17:30	Arrive At Hekinan City Hall
	18:30	Welcome Party!
	10:30	Finish and clean up room – home with host families
	Day 3 01-Aug (Thur)	8:45
9:00		Torn-paper picture experience Making chopsticks experience
13:00		Lunch
14:00		AOI-Park
14:45		Mugaen (tea ceremony)
17:00		Arrive at Hekinan City Hall, picked up by host families
Day 4 02-Aug (Fri)	8:30	Meet at Hekinan City hall Leave for the Museum Meiji-Mura (http://www.meijimura.com/index.html) **Lunch on own
	16:00	Board the bus and go back to City Hall
	17:30	Arrive at City Hall and picked up by host family
Day 5 03-Aug (Sat)		FREE DAY WITH HOST FAMILY
Day 6 04-Aug (Sun)		FREE DAY WITH HOST FAMILY
Day 7 05-Aug (Mon)	8:45	Meet at Hekinan City Hall
	10:30	Toyota Exhibition Hall
	12:00	Lunch
	14:00	Tofu (soy bean-curd) Factory Ishikawa (http://www.otoufu.co.jp/english/)
	15:00	Roadside Station NISHIO OKANOYAMA
	15:45	AIYA/Green tea factory tour
	17:00	Arrive at Hekinan City Hall, picked up by host families
Day 8 06-Aug (Tue)	8:45	Meet at Hekinan City hall
	9:00	Fire Department Tour
	11:00	Soy Bean Factory Tour (Kakukyu Miso)(http://www.kaku.jp/home/english.htm)
	12:00	Lunch
	13:00	Kazaki Castle and Ieyasu and Mikawa Bushi Museum
	15:45	Making Tatami mat Experience
Day 9 07-Aug (Wed)	17:15	Arrive at Hekinan City hall, picked up by host families
	8:00	Meet at Hekinan City Hall <ul style="list-style-type: none"> Kyoto Day Trip (KIYOMIZU-DERA, KINKAKU-JI) Lunch Dinner
	20:00	Arrive at Hekinan City Hall, picked up by host families
Day 10 08-Aug (Thu)	8:30	(Departure Day)

SAMPLE

PLEASE NOTE: Dates highlighted in red are NOT current dates of the 2024 exchange.



2024 Edmonds Sister City Student Exchange

APPLICATION AND PROGRAM INFORMATION



BIOGRAPHICAL INFORMATION

Full Name (as written on passport) _____

Nickname _____ Birthdate _____ Age _____

Address _____ City _____ Zip _____

Home # _____ Cell # _____ Parent # _____

Email _____ Parent Email _____

Gender _____ I am a student at _____

Activities I enjoy: _____

Accomplishments I am proudest of: _____

Other members of my family:

Name	Age (if Child)	Relationship	Occupation
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Pets _____

I am described as: (circle all that apply)

outgoing relaxed active introverted confident reserved easygoing structured

Emergency Phone Numbers:

Name	Relationship	Area Code and Number
_____	_____	_____
_____	_____	_____

Please describe previous travels outside the U.S. _____



2024 Edmonds Sister City Student Exchange

APPLICATION AND PROGRAM INFORMATION



MEDICAL INFORMATION

Student's Physician _____ Phone _____

Date of last Tetanus shot _____

Please list below any regularly prescribed medications the student will self-carry:

MEDICATION	DOSAGE	METHOD OF ADMINISTRATION	TIME OF DAY TO BE TAKEN

Diagnosis or reason for medication(s): _____

Possible side effects of medication(s): _____

Drug Allergies _____

Other Allergies _____

Other pertinent health information: _____

In the event that I am not readily available as the natural parent or legal guardian, I authorize and consent to all medical, surgical, diagnostic and hospital procedures as may be performed or prescribed by a physician for (student) _____, when such treatment is deemed immediately necessary or advisable by a physician to safeguard my child's health and it is not advisable to take the time to contact me in advance. I, _____ waive my right to informed consent for treatment.

Student Exchange Participant Date

Signature of parent/guardian Date

Cell # _____ Work# _____



2024 Edmonds Sister City Student Exchange

APPLICATION AND PROGRAM INFORMATION



YOUTH EXCHANGE AGREEMENT

It is the mission of the Edmonds Sister City Commission to promote international communication and understanding through exchange of people, ideas, and culture. Hekinan exchange participants agree to act as ambassadors of goodwill when they visit our sister city in Japan. Exchange students should be actively engaged with staff, chaperones, and other delegates, both in Edmonds and Japan, so we ask that cell phone use, apart from taking pictures, be minimized. Exchange participants agree to attend all organized group activities while in Hekinan or check with chaperones for special circumstances. Exchange participants agree to comply with a curfew while in Hekinan. Exchange participants agree to uphold the laws of both the United States and Japan during their exchange experience; this includes an agreement to refrain from drinking or smoking. Infractions of the law or flagrant breeches of conduct will be met with swift and appropriate action. After consultation with parents and Sister City officials from both Edmonds and Hekinan, chaperones have the authority to determine if a behavior is considered egregious, and to send students home immediately for such behavior at the expense of the student's parents.

If a student were to become infected with COVID and unable to travel, it will be the responsibility of the student's parent(s) to pay necessary expenses, such as hotel costs, travel costs, or any medical costs which may arise from a COVID infection.

Exchange participants agree to attend all orientation sessions, unless agreed upon by the chaperones. Exchange participants agree to follow the above stated behavior guidelines during the orientation sessions. Chaperones have the authority to remove participants from the program during the orientation period if: 1) the participant has been given a warning and has not made a good faith effort to comply 2) the chaperones consider the participant's behavior egregious or 3) the participant's behavior has the potential of jeopardizing the success of this delegation or the exchange program.

After returning from Hekinan, exchange participants may be asked to promote the Hekinan Youth Exchange Program by speaking to groups such as Japanese classes or public service organizations about their experience. These speaking engagements will be organized by the Edmonds Sister City Commission and will be voluntary.

Student Exchange Participant

Date

Signature of parent/guardian *(if student is under 18 yrs of age)*

Date



2024 Edmonds Sister City Student Exchange

APPLICATION AND PROGRAM INFORMATION



RECOMMENDATION FOR

Student's Name _____ **Date** _____

The student named above has applied to participate in a ten-day exchange program to our Sister City in Hekinan, Japan. Students who go on this trip stay with host families and participate in civic events. Please write a brief statement describing this student's qualifications and character as they might apply in an international exchange situation.

How long have you known this student and in what capacity? _____

What would be your concerns placing this student in an unfamiliar situation? _____

Signature _____

Printed Name _____

Telephone _____

Please return this form to: City of Edmonds Sister City Commission
Office of the Mayor
121 5th Avenue North
Edmonds, WA 98020



2024 Edmonds Sister City Student Exchange

APPLICATION AND PROGRAM INFORMATION



RECOMMENDATION FORM

Student's Name _____ **Date** _____

The student named above has applied to participate in a ten-day exchange program to our Sister City in Hekinan, Japan. Students who go on this trip stay with host families and participate in civic events. Please write a brief statement describing this student's qualifications and character as they might apply in an international exchange situation.

How long have you known this student and in what capacity? _____

What would be your concerns placing this student in an unfamiliar situation? _____

Signature _____

Printed Name _____

Telephone _____

Please return this form to: City of Edmonds Sister City Commission
Office of the Mayor
121 5th Avenue North
Edmonds, WA 98020