



# Homestay Acknowledgement Form for Host Families

This document forms part of the application to be a host family in the Stewart College Homestay program.

IF YOU AGREE TO HOST A STEWART COLLEGE STUDENT, YOU AGREE TO:

- Correspond with your student prior to arrival if they contact you by email or if you are provided with an email address for them.
- Pick your student up and drop your student off at the airport or bus depot, if requested.
- Take your student to and from school by bus and draw a map of where to get on and off the bus. Go over the bus guide with your student and make sure they have a copy of your address and phone number in a convenient place to carry around.
- Be at home for the duration of your student's stay. (If there is an emergency and your family is not able to be at home overnight, you must contact the school immediately.)
- Spend time with your student daily and include him/her in family outings and activities.
- Speak English (or the student's target language if they are studying a different language) in your home at all times.
- Notify the school if you are hosting international students from other schools while a Stewart College student is registered to stay with you. The students must be of different nationalities and of the same sex unless you have our express permission.
- Notify the school of any changes in your family situation. (For example, hosting a student from a different school, changes with family members moving in, new pets, etc.)
- Provide your student with his/her own separate bedroom. The bedroom should be furnished with a bed, closet, chest of drawers, desk, desk-light and chair. The room should also be warm in the winter months and should be well lit.
- Prepare three well-balanced meals 7 days a week for your student, and ensure that snacks are always available.
- Vacuum your student's bedroom once a week, providing clean bed sheets and doing his/her laundry or showing him/her how to do it himself/herself.
- Ensure that your student has quiet time in the evenings and on weekends to study.
- Not allow your student to baby-sit.
- Have suitable insurance for hosting students (e.g. tenant insurance).
- Be responsible for ensuring your auto insurance liability coverage is adequate for transporting students (recommended to be at least \$5 million) on a daily basis to school in your vehicle.
- Contact Revenue Canada (CCRA) or your accountant if you have any questions about the tax implications of hosting.
- Provide the student with a receipt after every direct homestay payment and keep a copy for your records.
- Be responsible for upholding any municipal laws relevant to hosting students.
- Notify the school immediately if there is an emergency, or you have any problems or concerns.

I acknowledge and agree to abide by these expectations for host families in the Stewart College Homestay Program.

Name (please print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yy)