



## Sister City Exchange Program PROGRAM APPLICATION FORM

Full name: \_\_\_\_\_

Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Family email address: \_\_\_\_\_

Your email address: \_\_\_\_\_

Which grade are you **currently** in?  Grade 8  Grade 9

Which school do you attend?

Which school are you planning on attending next school year?

Are you available to participate for the **ENTIRE** duration Karuizawa is in Whistler, March 21 – March 27, 2025?  YES  NO

What appeals to you most about the RMOW's Sister City Exchange Program?

Why are you applying?

Why do YOU believe you would be a strong candidate for the exchange program?

Do you participate in any activities within the community or at school? If yes, which ones?

Do you have any volunteer experience? If yes, please explain.

Do you believe your FAMILY would be a great home stay family?  YES  NO

Will your family be able to participate in Family Day on Saturday March 23?  YES  NO

Have you reviewed the attached Sister City Program Policies?  YES  NO

Have you & your family signed the attached Policies?  YES  NO

Have you reviewed the attached Host Family Guidelines?  YES  NO

Have you & your family signed the attached Guidelines?  YES  NO

If selected into the program, I understand that I and my parent(s) are required to sign and abide to a Participatory Contract?  YES  NO

It is understood if I and my parent(s) **do not** abide by the contract, I will no longer be a member of the RMOW Sister City Exchange Program & will not be able to reapply?  YES  NO

It is understood if I no longer participate in the program after the purchase of my airline ticket, my family will be required to reimburse the RMOW the 50% of the flight purchased.  YES  NO

I confirm I am a full-time Whistler resident.  YES  NO

Submit the Program Application & Homestay Application to:  
[snicoll-russell@whistler.ca](mailto:snicoll-russell@whistler.ca)

**Or drop off to the Meadow Park Sports Centre in a sealed envelope:  
Attention Stephanie Nicoll-Russell**

All applications must be received by 5PM, Monday February 3, 2025  
Late applications are not accepted

**PLEASE SEE THE ATTACHED ACKNOWLEDGEMENT FORM**

*Personal information is collected by the Resort Municipality of Whistler (RMOW) for the purpose of Sister City Exchange Program operations and determining Sister City Exchange Program eligibility. The collection is authorized under section 26(c)(d) of the Freedom of Information and Protection of Privacy Act and will not be shared outside of the RMOW without prior consent. All personal information will be securely stored by the RMOW on a Canadian-based server and will be retained for a one-year period following program completion. If you have any questions about the collection and use of information, please contact [privacy@whistler.ca](mailto:privacy@whistler.ca).*

## Resort Municipality of Whistler Sister City Exchange Program Policies

The goal of the Sister City Exchange Program is to provide an amazing cross-cultural program that explores the traditions, history, language and present-day geography of both countries. It is to help form a closer bond between the Canadian and Japanese communities as both have such amazing and diverse backgrounds each can learn from. The continuation of the program requires success of those participating in this program.

Successful exchanges require keen motivation and a sustained commitment by participating students and families. While there will certainly be moments of excitement and joy, there may also be moments of confusion and frustration. Applicants should be prepared to commit to the exchange, regardless of the difficulties encountered.

Once selected, a Code of Conduct must be signed and followed by families and the participating Whistler youth. Not abiding to the contract may result in termination & possibly reimbursing the RMOW for outstanding monies owed.

**Name of Youth:** \_\_\_\_\_

**Name of Parents/Guardians:** \_\_\_\_\_

**Please initial on the left to acknowledge agreement with each of the following:**

Youth	Parents	Acknowledgement Statements
		Participants are to always act in an ambassador-style manner.
		We will sign and abide by the Code of Conduct (to follow upon acceptance).
		Use of drugs, alcohol, or other illegal substances by the Whistler youth during the program in Whistler or Karuizawa will result in the immediate termination.
		Only suitable photographs, and photographs approved by program participants, shall be shared in social media.
		Students participating in the exchange program are required to create & deliver a Presentation upon return from Karuizawa, Japan.
		Email accounts of participating students and parents/guardians will be frequently (weekly) checked as exchange program information will be sent and received in this way.
		Contact information will be shared: A phone number and home address for all students, their families, and the chaperones emergency contact information (for both visiting and hosting chaperones) shall be provided to visiting students prior to their arrival.
		The Whistler student may be placed in a pair or group of three students in a home in Karuizawa.

		All exchange students are to be provided with either their own private room or a shared room with the other exchange student. Exchange students must be provided with their own bed.
		We have acknowledged and signed the Homestay Guidelines, and consent to the home inspection by the RMOW.
<b>Parents/Guardians</b>		
		The (50%) purchased fee for the flight will be due prior to April 30, 2025. Remaining fees are due one month prior to departure to Karuizawa, Japan.
		Police Information Checks – All adults (18+ years) residing in the home that is participating in the homestay program are required to complete & submit a PIC to the RMOW.
		Where a parental agreement is in place, consent for youth participation is required from all applicable parties.
		Parents/Guardians – drinking alcohol in your home while hosting youth from a foreign county must be kept to a minimum, where impairment and judgment is always in good standing.
		Any form of inappropriate behavior by a home stay family member will be dealt with quickly, efficiently, and discreetly for the benefit of the students and the Recreation Services Supervisor will be informed.
		If anyone within the family participating in the exchange program are involved in any form of abnormal behavior or conduct that does not reflect the programs policies, the family may no longer participate in the present or future Sister City Exchange Programs.

**Signature of Youth:** \_\_\_\_\_

**Signature of Parents/Guardians:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Questions, please contact:  
**Stephanie Nicoll-Russell**  
**Recreation Services Supervisor**  
[snicoll-russell@whistler.ca](mailto:snicoll-russell@whistler.ca)  
**604-902-1433**

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