

Host Family Timelines

July

Meet with your GRSP Trustee to review your role as host family and the responsibilities to confirm that you can fulfill those responsibilities.

Communicate with any partner host families to determine how they can assist with scheduling club visits and transportation, as well as meeting the student at the airport or other arrival location.

Plan to host the student in your home after arrival and before the college dorm is available.

If necessary, assist student in opening a checking account and purchasing a phone plan (sometimes the university or trustee handles this).

Set up hosting schedule with any partnering clubs.

Work with Trustee, any other partnering hosts and previous GRSPs to arrange a social for the student.

Confirm rules of house with student so there is no misunderstanding.

August

Assist the student in moving into their dorm and purchase necessary items to make student feel at home. Rotary funds should be utilized wherever possible.

Assist the student with any roommate issues.

Assist student to set up transportation to Club meetings, if possible. May use other Rotarians or spouses of Rotarians to assist. Scheduling with multiple Rotarians is recommended.

Check with student frequently to stay on top of any developing issues with homesickness or roommate issues.

Work with Trustee to arrange transportation to/from GRSP Student weekends.

September

Reserve space on bus, if necessary, and pay for bus transportation with Club funds.

Encourage other Rotarians to host student at family or sporting events.

Work to schedule transportation (bus or other) to Savannah weekend

Encourage the student to speak at local elementary and high schools, newspapers and other civic clubs to promote the program.

October

Begin planning for next year (see separate timeline)

Begin work with any partnering host families and/or other GRSPs for holiday schedules. Remind student that student is expected to attend family Thanksgiving and Rotary holiday functions and must take priority over any other travel plans if at all possible. Allow student to travel, but try to encourage participation with Rotary events.

Check in with professors to ensure student is on track and attending classes, if you think necessary.

November

Invite student to Thanksgiving/Christmas socials and continue to encourage student to remain in US during the holidays. Do not allow student to stay in dorm alone during holidays.

December

Invite student to all club socials during the holidays and arrange transportation.

Host the student in your home and work with any partnering clubs to transport the student between hosting families.

Encourage student to stay with Rotarians at least on Christmas Day and continue to encourage student to stay in US.

January

Work with student on any roommate issues, if changes are made second semester; If student changes dorm room, confirm that new room is not more expensive than old room

Arrange any transportation for Leadership Student Weekend held weekend of MLK Holiday.

February

Work with student on Club presentation and confirm that student is on Club calendar for final presentation.

Discuss Spring Break plans with student.

Confirm that student is registered for District Conference and begin preparations for transport to Conference.

March

Arrange transportation (bus or car) for student to attend student weekend in Pelham.

Confirm that student is on track to reach required GPA and continues to attend classes.

April

Arrange transportation for student to Camden County weekend.

Confirm registration for District Conference and transportation to and from Conference.

Move student from dorm and invite student to final home and Rotary Club visit before departing for home. Inventory GRSP suitcase for next year.

Work with student to arrange transportation for trip home.

May

Host student at your home until Student returns to home country.

Coordinate transportation to airport for return flight home.

Planning Timeline for Host Family Next Year

October

Define the type of student your family wants to host next year-male/female, area of the world the student is from, student interests, age range of the student, interests that you want the student to have, what academics the university requires.

November

Review the Selection Book when received to identify the TEN students that meet your family's "qualifications" (only the top 6 will be submitted on the selection form, but it is helpful to have the remaining 4 as backup in case the top 6 have already been selected)

Review selections with your Trustee

Rank the 10 final selections 1-10 in priority of preference

December

Complete the selection form and retrieve signature from this year's President Elect (will be the President in the year student arrives) with the dollar amount your Club is responsible for paying and return to your Trustee.

If partnering with another Club, confirm that selection choices match and that the total contributed by all clubs matches the cost for the university.

Work with the Trustee to forward the completed form to the GRSP office.

Confirm that your club does not owe for any current/past GRSP student.

January

Confirm that Selection Form is submitted to GRSP Office in a by the established deadline.

March/April/May/June

Upon receipt of I-20 confirmation that student is accepted at University of choice, communicate with the selected student to welcome them to Georgia. Be sure to copy home office with first email to assure correct email address for student.

Explore their interests and continue communication, but do not contact until receipt of I-20.

Recommend video conferencing or “skyping” with student and family before arrival.

Determine when the college they are attending starts including any required school orientations and the date residence halls open.

Recommend arrival dates and times to the student, usually 7-10 days before Orientation. Suggest times of day or days of week when the student can be met by the most Rotarians. Also suggest airports that would be convenient to meet students.

Inventory, and perhaps wash, linens to determine suitability for new student (GRSP Suitcase).

Confirm Rotary meeting times so that student can avoid scheduling conflicts with classes.

Work with student on university schedule to include appropriate classes for cultural scholarship.

July

Use Host Family Timeline (see above).

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