



# Global Education Homestay Student and Family Agreement RETURNING STUDENT

Check off each item as you discuss it, making note of details on the lines below.  
Please return a copy to the Homestay Office as soon as possible. Thank you!

Student \_\_\_\_\_ School year: \_\_\_\_\_

Homestay Parent(s) \_\_\_\_\_

## PAYMENT

- 1. Payment is due on the 1<sup>st</sup> of each month: Rates are non-negotiable. Monthly fee is:  \$850  \$750  \$450
- 2. Pro-rated amount due upon arrival for partial month: \_\_\_\_\_ Date paid: \_\_\_\_\_  
*(Pro-rated daily rates are \$28.50 minors; \$25.00 students over age 18; \$15.00 shared homestay)*

3. Fee for students over the age of 18 begins on the first of the calendar month following the student's 18th birthday.

4. Payment during absences:  
*If a student is away for short periods of time, he/she is expected to continue paying the monthly homestay fee. However, if away longer than three (3) weeks, then student may pay \$10 per day for the days they are gone, and the daily rate for the days of the month they are in the home.*

*If a student is away for one quarter but would like to retain his/her current homestay bedroom with belongings, they should discuss this with the homestay family and coordinate a written agreement regarding the amount to be paid during this period. The Homestay Program suggests \$60 per week.*

5. Discuss preferred form of payment.

## SECURITY DEPOSIT

\$400 Paid to host family on: \_\_\_\_\_

I have read the Security Deposit Expectations *(included in this packet)*:

Student initials: \_\_\_\_\_ Host Family initials: \_\_\_\_\_

## FOOD

1. Discuss selection of food in the home, and which items students may freely eat.

2. Discuss meal times and expectations.

3. Discuss how much advance notice is requested, if a student does not return home for a meal.

4. Discuss acceptable eating areas in the home.

5. Discuss expectation regarding dishes, kitchen cleaning, and chores related to meals.

6. Discuss expectations regarding payment of meals when eating out at restaurants or fast food.

## LAUNDRY

1. Discuss days of the week, and times of the day, which the student can do their laundry.
- 

## TRANSPORTATION

1. Discuss transportation to school.
- 

2. Discuss transportation to optional/social events.
- 

3. Discuss expectations regarding notifying host family about student's location and schedule.
- 

4. Discuss notice required for a ride, arriving after dark, using a ride service, riding with friends, etc.
- 

5. Discuss who pays for entertainment, food, hotels and transportation, if student travels with family for vacation.
- 

(Student ages 16-17 must fill out a Travel Permission Form, signed by parents in home country, prior to travel alone with friends or with Host Family if out of the local area.)

## DAILY SCHEDULE

1. Discuss student's schedule and approximate times they will be leaving and arriving home.
- 

2. Minor students: Required to inform Homestay Family of their exact whereabouts at all times. Students must provide name, cell phone number and address of where they are, and who they will be with, while away from the family.
- 

## SMOKING

**Note: Smoking in Washington is illegal prior to the age of 21.**

1. Check one:

Smoking is NOT allowed on the property and NOT allowed inside the home.

Smoking is allowed outside, in this area: \_\_\_\_\_

Smoking is allowed inside, in this area: \_\_\_\_\_

NOTES: \_\_\_\_\_

---

## CLEANING

1. Discuss schedule for student cleaning the bathroom.
- 

2. Discuss schedule for student cleaning their own room.
- 

## ELECTRONICS and HOME SYSTEMS

(Discuss the following topics as needed, regarding usage, quiet hours, ethical concerns, safety, conservation, etc.)

Alarm system

Fans

Lights

TV/Entertainment system

Computer/Wi-Fi

Gaming system

Outlets and power strips

Water/shower

Doors/Locks

Heater

Telephone

**PROPERTY DAMAGE**

- 1. Refer to the Security Deposit Expectations as students are responsible to pay for any damages to the home or property. Student pays the host home directly for damages. Please notify the Homestay Office if damages occur.
- 2. Review the room, bathroom, and kitchen for any current damages. A recommended practice is to take photos and/or make a list of the current condition of the room/property.

**FRIENDS/GUESTS VISITING and OVERNIGHT**

- 1. Discuss family requirements and expectations regarding guests.

---

*(Note: Students are responsible to pay for damages to a Homestay family home, including damages caused by visiting friends. Friends who visit are not allowed to smoke in the home or on the property without prior permission of the host family.)*

---

**MOVING**

- 1. Discuss International Homestay requirements for moving.
  - Students may not move without the permission of the CCS Homestay Staff.
  - Students and Families are required to give **30-day notice** to their family/student
  - Homestay office requests that changes be made at the end of the quarter, unless circumstances require a 30 day move for unusual situations.

**OTHER TOPICS:**

*(Discuss the following topics as needed)*

- Hygiene     Communication     Speaking in English vs. native language     Safety

**CONTACT INFORMATION:**

**Student:**

Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
 Student's guardian's phone number/email: \_\_\_\_\_

Student's agent's phone number/email: \_\_\_\_\_

- MINORS: I give permission to my host family to contact my parents regarding my health, behavior, safety, or other concerns.

- I agree to abide by this Homestay Agreement.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Homestay Parent(s):**

Name: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Homestay Family Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Send the completed form to:**

International Homestay, Spokane Falls Community College  
 MS 3011, 3410 W. Whistalks Way, Spokane, WA 99224  
 Email: InternationalHomestay@ccs.spokane.edu

Students who are a part of the CCS International Homestay Program have signed the Homestay Student Application and have agreed to the Student's Rights and Responsibilities. These include the following requirements:

- Respect and follow the guidelines and rules of the Homestay family.
- Pay for any damage the student, or the student's guests, cause to the family home or property.
- Pay all personal bills and obligations.
- Pay the Homestay fee on the 1<sup>st</sup> of every month.
- Notify the family and the Homestay Office prior to moving out, giving 30-day notice.

The Homestay Office requests that all students place a Security Deposit with their host family, to demonstrate the student's commitment to these guidelines. Students who comply with the program will receive these funds, in full, at the conclusion of the Homestay. Funds may be used by families, with Homestay Office approval, for the following reasons:

- Damage to host home or property
- Unpaid bills or obligations to the host family
- Unpaid monthly fee
- Moving out of Homestay without giving 30-day notice
- Cleaning fees (see Move Out Form for cleaning instructions)

Email completed form to: [InternationalHomestay@ccs.spokane.edu](mailto:InternationalHomestay@ccs.spokane.edu)

**Disclaimer:** Security Deposit is implemented to protect the Homestay families; however, CCS Homestay program does not directly handle any of the funds and cannot be held responsible for transactions. The Homestay program can try to facilitate an agreeable amount in the event a host family and student disagree, however, the family and student are ultimately responsible for any decisions and money involved.

### SECURITY DEPOSIT EXPECTATIONS

1. All students are required to give a monetary deposit, in the amount of \$400, at the time of move-in, in order to cover the cost of any unpaid bills or damages done to the property by the student while they are living in the home. This is in addition to the monthly fee that is made the first day the student moves in to Homestay.
2. Students may be held responsible for any damage caused by visitors that they have invited into the home.
3. If damages occur during the time the student is living in the home, the family may receive compensation for those damages out of the \$400 deposit, and then the student must replenish the deposit back to \$400.
4. Students and families must agree on the amount of the repair/replacement for damages, prior to removing funds from the Security Deposit.
5. Families may choose to make repairs immediately or postpone them until after the student moves out.
6. The week the student moves out of the home, the host family and the student are to review and complete the Moving Out Form. Damages to the home, carpet cleaning fees (for staining above normal wear and tear), and funds for cleaning not completed by the student must be discussed and resolved before the student moves out. Full or remaining Security Deposit must be returned to the student on the last day in the home.
7. Receipts for estimates or for repairs must be used to substantiate the funds used from the Security Deposit. The Homestay Office must approve all use of funds and affirmation will be noted by a CCS staff signature on the Security Deposit Form.
8. Disclaimer: Security Deposit is implemented to protect the Homestay families; however, the CCS Homestay Program does not directly handle any of the funds and cannot be held responsible for transactions. The Homestay program can try to facilitate an agreeable amount in the event a host

family and student disagree, however, the family and student are ultimately responsible for any decisions and the money transfer involved.

9. Students are expected to leave their rooms and host homes in the same condition as when they moved in, except for normal wear and tear. Upon moving in, students are advised to inspect their bedroom for any existing damages and document those damages with the host family. Photos of prior damages may be taken.
10. Students are encouraged to pack and clean their rooms several days in advance, in order to expedite inspection of the living space by the family and to provide time for finding estimates for damages (if necessary).
11. Damages or unpaid fees in excess of the \$400 Security Deposit will be due before the student moves out of the host home.
12. Students must give notice to the Homestay Office and to their host family 30 days prior to the date they will be moving out. Students must pay for those 30 days, even if they move out early. The Security Deposit will not pay for the final month's fee. The Security Deposit is only used for the monthly fee if a student leaves the home without full 30-day notice and abandons their payment responsibilities.
13. The Homestay Program recommends that students purchase Renter's Insurance to cover their belongings and potential liability claims.

**Typical costs for common repairs (exact price for a specific situation may vary):**

A. General cleaning:	\$75-150
B. Bedroom carpet:	\$100 to clean; \$1,000 to replace
C. Plumbing (clogged drain or toilet):	\$250-450
D. Furniture repair/refinish:	\$150-600
A. Refinish wood floor:	\$500-800
B. Lost house key/re-keying locks:	\$100-350
C. Paint bedroom:	\$75-500
D. Fix window blinds:	\$75-175