



Introduction to Host Family Application

Welcome to the AFS-USA Online Host Family Application!

Congratulations on your decision to apply to host an AFS Student from another country! We hope this will be a richly rewarding experience for you, your family, friends and community. Completing the AFS Host Family Application is an important step. The information will serve two purposes: to help ensure an appropriate placement and to introduce your family to your AFS son or daughter, allowing him or her to get a first impression of what to expect as a member of your family. We must have a complete application on file before we can assign an AFS student to your family.

Below you will find the instructions needed to guide you through this process. Keep in mind, as you are completing the application, if any information, forms, or signatures are missing, there will be a delay in processing your application. While we encourage family members to discuss and review the contents of this application together, it must be completed in its entirety by a parent.

The Online AFS Host Family Application is not compatible with mobile devices such as tablets or smart phones. When accessing the application on your computer, internet browsers Firefox and Google Chrome are recommended.

If you have any trouble completing the online application, call AFS-USA at 1-800-AFS-INFO and press '2'.

Please note: The U.S. Department of State prohibits the placement of exchange students with host families receiving financial needs-based government subsidies for food or housing. If your family is currently receiving such assistance, we thank you for your interest in hosting an AFS participant and encourage you to explore AFS volunteer opportunities and scholarships for study abroad.

To learn more about volunteering visit <http://www.afsusa.org/volunteer-with-afs/>

To learn more about study abroad visit <http://www.afsusa.org/study-abroad/>

Complete AFS Host Family Application Process:

Online Application: The forms within the online application are located in different links near the top of your browser. To begin the application click on the cover link, in the table above, and follow the instructions within. Please complete the following required forms:

- Cover*
- Form A. Host Family Composition*
- Form B. School, Community and Interests*
- Form C. Host Family Description*
- References
- Confidential Form
- Mandatory Photos
- Form F. Host Family Agreement
- (Optional) Photos to be shared with student*

*These parts of your application will be shared with your participant, less family member birthdates.

Providing a mobile number opts you in to receive text messages from AFS. Msg & data rates may apply. No Purchase necessary. [Privacy policy](#).

Background Checks:

- Required for all household members 18 years and older who will be staying in the home and interacting with the student 10 or more days.
- If you are concerned about a charge/conviction that may appear on your background check that could potentially impact your eligibility to host with AFS-USA, please contact the Compliance Administrative Coordinator at cbc@afsusa.org before proceeding with your application.
- **Household Members Turning 18**
 - If a household member turns 18 after submission of the Host Family Application and prior to the arrival of the student to your home this person will receive an email on their birthday, requesting them to submit their background check. This person will continue to receive the email every 3 days for a total of 10 emails until the background check has been submitted. We will not be able to place the AFS student in your home until this background check has been submitted.
 - If a household member turns 18 while you are hosting an AFS student, this person will receive an email approximately ten days before their birthday, and again on their birthday, requesting them to submit their background check. We kindly request this person to submit their background check within 48 hours of receiving the email on their birthday to be in compliance with the Department of State regulations related to this program. If the background check is not submitted in a timely manner, the student will need to be moved from your home.
- **Pennsylvania Residents** – There are three additional requirements, outlined in an email you will receive separately, which include a Pennsylvania State Police Search, Child Abuse History Clearance and FBI Fingerprint Background Checks. The FBI Fingerprint Background Check is only required if you have not been a resident of the Commonwealth of Pennsylvania for the previous 10 years consecutively. These requirements apply to the host parents and any additional adult(s) 18 years and older responsible for the direct care, well-being and/or supervision of a minor exchange student.

Host Family Interview: AFS staff member or volunteer will conduct an in-home interview with all household members. At any time during the application process, contact your local AFS volunteer to schedule an in-home interview, which is a mandatory step of the application process per U.S. Department of State regulations. If you do not know the contact info for your local AFS volunteer, please call 1-800-AFS-INFO and ask to speak with your Team Development Specialist.

AFS Online Host Family Orientation: A mandatory orientation to be completed by host families once fully vetted and selected to host with AFS and prior to the

participant's arrival in their home.

**If you want to save your work and continue at anytime, click the "Save as Draft" button.

**If you have completed your application in its entirety, click the "Submit" button located at the top of the page.

Thank you for applying to host an AFS exchange student!