

The Friendship Connection, Inc. **"Full" Application Form**  
Please type/print your name clearly as it appears on your PASSPORT!

**"Full" Application Form**

2024-2025

**You MUST attach  
a PHOTO Here!**

\_\_\_\_\_  
Last Name (*Familiennamen*)      First Name      Middle Name

Male (*Männlich*) \_\_\_\_\_      Grade (*Klasse*) \_\_\_\_\_

Female (*Weiblich*) \_\_\_\_\_      Birth date \_\_\_\_/\_\_\_\_/\_\_\_\_  
month / day / year

Mailing address: \_\_\_\_\_ apt. # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Name of the School \_\_\_\_\_

(*Name der Schule*)      **NO abbreviations please!**

Parent cell (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_      Parent cell (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_      Student cell (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Student Email (print neatly!! And NO school issued emails)** \_\_\_\_\_

**Parent Email (print neatly!!) Important for FC email updates!** \_\_\_\_\_

**HOST TYPE: Check ONE that applies**

\_\_\_\_ First time applying for The Friendship Connection      \_\_\_\_ Former FC participants (add partner name below)

\_\_\_\_ Former VFC participant (add partner name below)      \_\_\_\_ Former FC or VFC participant TRAVEL ONLY

**German partner's name whom you would like to host/visit:** \_\_\_\_\_

\*\*\*\*\*

**To be filled out by parent or guardian! (*Von Eltern oder Erziehungsberechtigten auszufüllen*)**

Name of Parent(s)/Guardian(s) (*Namen den Eltern*) \_\_\_\_\_

Occupation(*Beruf*) \_\_\_\_\_      Employer(*Name des Arbeitgebers*) \_\_\_\_\_

Business telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ ext. \_\_\_\_\_

Occupation(*Beruf*) \_\_\_\_\_      Employer(*Name des Arbeitgebers*) \_\_\_\_\_

Business telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ ext. \_\_\_\_\_

**\* Health facts about the applicant:** It is *extremely* important that Friendship Connection and the host family are aware of ALL allergies, medications, physical handicaps, etc. (*Wichtige Angaben zum Gesundheitsstand des Teilnehmers, über die die Gastgeber unterrichtet werden sollten: Allergien, Medikamente, Körperbehinderungen, u.s.w.*) \_\_\_\_\_

**The Friendship Connection, Inc.** was founded for the purpose of encouraging and facilitating home-and-home exchanges between American high school students learning German and high school students in Germany learning English. Participants and their parents must understand that it would be impossible for the coordinators of The Friendship Connection, Inc. to personally screen and interview all participants. **We must rely on the local participating teachers to select desirable applicants and host families.** The Friendship Connection, Inc. matches the students, based on the information provided on this application form; **the more thoroughly students fill out the back side of this form, the more compatible pairings we can make.**

If my child were to have problems adjusting to his/her partner or host family, I understand that The Friendship Connection, Inc. would place him/her in a more compatible family. If, however, my child breaks the law (stealing, drugs, etc.) or becomes a discipline problem in the school or host's home, and the coordinators determine that he/she should be sent home immediately, I understand that I would have to pay any additional costs incurred in rescheduling the return flight.

I, (Parent or Guardian), agree to host a student from Germany for four weeks, **March 31st - April 23rd, 2025**, with the understanding that my child will be similarly hosted by the family of his/her partner in Germany from **June 16th - July 8th, 2025**. I give permission to **Krista Winzer-Lee, Coordinator** of The Friendship Connection, Inc. and my child's hosting parents to act "*in loco parentis*" if my child needs immediate medical attention and I cannot be reached by phone. **A parent/guardian MUST read AND sign the ADDENDUM on page 3-4, which is an integral part of this application, and attach it to the back of this form.**

Parent/Guardian signature (*Unterschrift eines Elternteiles oder Vormundes*) \_\_\_\_\_

\_\_\_\_\_ Date (*Datum*)

**Student Biography:** This application form will be sent to your German partner so please write neatly.

\_\_\_\_\_  
**Last Name (*Familiennamen*)**

\_\_\_\_\_  
**First Name (*Vorname*)**

\_\_\_\_\_  
**School (*Schule*) NO abbreviations!**

\_\_\_\_\_  
*First names and ages of siblings (Namen und Alter der Geschwister)*

\_\_\_\_\_  
*Religious Affiliation (Religion)*

\_\_\_\_\_  
*(optional)*

1. Have you ever lived or traveled outside your country? Yes \_\_\_ No \_\_\_  
If yes, please describe! (*Haben Sie das Ausland besucht? Wenn "ja", wo?*)

2. Describe your community and surrounding area, including sightseeing possibilities, museums, etc. which might interest a visitor. (*Beschreiben Sie Ihr Wohnort, Ihre Umgebung, Ausflugsmöglichkeiten, Museen, usw*)

3. What subjects do you like in school? What profession or occupation are you considering? For what reasons?  
(*Welche Fächer gefallen Ihnen in der Schule? Welchen Beruf möchten Sie ergreifen und warum?*)

4. List your favorite interests, hobbies, and free time activities. **Please answer this section with as much detail as possible!!!** (*Nennen Sie Ihre Lieblingsbeschäftigungen, Hobbys, und bevorzugte Freizeitstätigkeiten.*)

5. Do you have any dietary restrictions? (Vegetarian, lactose intolerant, etc.) If so, explain!  
(*Haben Sie diätetische Beschränkungen? Vegetarier, Laktoseintoleranz, usw*)

6. **Do you have a pet in your home?** (*Haben Sie ein Haustier in Ihrer Wohnung?*) Yes \_\_\_ No \_\_\_  
If yes, what kind of pet(s) and how many? \_\_\_\_\_

Total cost of program: **\$2,050** for "Full" participants. Price includes airfare, insurance, teacher supervision and all administrative costs. **Please send in this form along with the signed addendum between now and Dec. 31<sup>st</sup> with the first deposit of \$750** made out to: **The Friendship Connection, Inc., Krista Winzer-Lee, Coordinator**

**P.O. Box 1444, Hudson, Ohio 44236**

**Or scan and email this form to: [FC.allforms@gmail.com](mailto:FC.allforms@gmail.com)**

Office: 234-380-5288 \* Cell: 330-618-6127 \* Email: [Krista.FC@gmail.com](mailto:Krista.FC@gmail.com)

Updated: October 3, 2024

Please **PRINT, SIGN** and return this addendum along with the **FULL** application form!

Participant's Name: \_\_\_\_\_ School: \_\_\_\_\_

**Addendum for 2023-2024:** This addendum is an integral part of our "Full" participant's application form.

**Cost of the program:** \$2,050 for all students. If, however, the cost of the airfare were to increase, due to higher airport taxes, fuel surcharges, etc., we would have to pass any such additional expenses on to the participants. As of now, there is no extra fee for checking one bag under 50 lbs. on international flights. If the airlines were to impose a luggage fee, or a participant's luggage was over the weight limit or exceeded the number of checked bags allowed on an international flight, those fees would have to be paid by the participant at the time of check-in.

**Schedule of payments:** The first deposit of \$750 for The Friendship Connection 3 week visitation program is due with the "Full Participant" application form. We are accepting forms and first deposits between October and **December 31<sup>st</sup>, 2024**. The second and final payment of \$1,300 is due by **February 25<sup>th</sup>, 2025**.

Any payments sent in **after February 25<sup>th</sup>** must be sent in the form of a **certified bank check** or **money order**.

If the final payment is not received by **March 17<sup>th</sup>, 2025**, prior to the airlines issuing tickets to the participants, **The Friendship Connection, Inc. will be forced to cancel that participant from the program and all cancellation fees would apply.** (Please see the "Cancellation Fees" section on our website for more details.)

**Venmo and PayPal payment options are available for an additional fee. Please email [Krista.FC@gmail.com](mailto:Krista.FC@gmail.com) for more information.**

**Responsibilities of the hosting families and guests:** The primary responsibility of the host family, both in America and in Germany, is to provide room and board, 3 meals a day and a congenial family atmosphere for the three weeks that the student is visiting. **Students may share a bedroom but must have separate beds.** Although it is expected that host families make an effort to show their guest the local points of interest and to do some limited sightseeing, the main purpose of the program is to provide the visitor with a "family stay" and an opportunity to attend classes at the host partner's school; consequently, the daily routine of the host family does not need to be altered. Although it would be expected of a guest to clean up after him/herself, the guest should not be given specific chores such as taking out the garbage, vacuuming, etc. Guests are instructed to bring along their own spending money for incidentals. If the guest participant attends any event or activity with other teenagers, it is expected that the guest pays his/her own way. However, if the host parents take family members and their guest to an activity or function, it would be expected that the host parents pay for all meals and entrance fees for their guest. Exceptions: The entrance fees for bigger attractions such as Disney World, amusement parks, etc. should be paid for by the *visitor*; however, the hosting family should tell The Friendship Connection well in advance how much extra money the German partner would be expected to pay, so we can relay this to the German family and receive their permission: for example, traveling with the band to Florida or flying with the host family somewhere for spring break, etc. **These extra charges should not exceed \$500.**

**Flight Arrangements for Americans who visit Germany in the summer:** We use 30 U.S. airports in the spring when the Germans come to visit to make the program more "user friendly" for the large number of U.S. host families. **However, since less than half of the U.S. hosting participants make the return visit in the summer we must reduce the number of airports we use in order to provide the best adult/German teacher supervision for the transatlantic flights. Therefore, some participants might have to drive to the *next* largest airport rather than use a closer one which might have been used by their German partner in the spring.** The local German teacher can help families arrange "car pools" in the summer in order to get as many participants to the next closest airport as possible. **Note:** Since most airlines are reducing the number of flights, our groups are often booked on flights with **less desirable departure and arrival times**, just like when one tries to use frequent flier miles. For those participants who have a connecting flight, for their safety and assurance that they will make their connection, we have asked the airlines to allow at least 2 hours *or more* between their connecting flight to Germany and at least 3 hours *or more* on the way home, since they must go through customs when they land in the U.S. and then catch their connecting flight home. Because we *insist* on extra time between connecting flights, some students may have much longer layovers and we ask for your understanding.

**If a hotel overnight is required as a result of a missed connection or flight cancellation, the participant's parents would be responsible for the cost of the hotel accommodation if the airlines would not cover the cost.** (The airlines are obligated to cover costs due to mechanical failure but not due to weather conditions.)

**Important March 17th, 2025 deadline for The Friendship Connection, Inc.:** The negotiated airfares we have reserved carry the following stipulation: "All final reductions must be made **by March 18th, 2025** and guaranteed utilization for all remaining booked seats must be made by this date." For this reason we must release all "extra" reserved seats by March 18th, which must also be our *absolute* deadline for anyone wishing to sign up for the summer program at the price we are offering. If we *can* obtain a seat on the group flight *after* the given deadline, it most likely would not be at the negotiated group rate and all extra charges would have to be passed on to the participant. If we cannot obtain a ticket from the participant's local airport after the final deadline, the parents would be responsible for purchasing their child's airfare and would only owe The Friendship Connection, Inc. the \$350 fee to cover the participant's injury/illness insurance, chaperons and administrative fees.

**Adult supervision for the summer flights:** There will be an "Airport Contact Person" at every U.S. airport who will supervise and assist during the check-in of all students. This person will hand out name tags then accompany the group to their gate and stay with them until they board. Most large groups have an accompanying teacher who will depart with the students and fly with them until they land in Frankfurt. However, there are many smaller groups throughout the U.S. that do not have an accompanying teacher with them the entire trip. We handle those groups in the following manner: The "Airport Contact Person" will make sure the group boards their first flight. We "funnel" all unaccompanied groups into two "gateway" airports in Charlotte and Dallas, where they are met by our program's representatives holding up "Friendship Connection" signs, who then accompany the smaller groups to their connecting transatlantic flight. All transatlantic flights have adult chaperons to accompany our students to Germany and another Friendship Connection, Inc. representative will be at the Frankfurt Airport to greet every arriving group and will remain at the Frankfurt Airport until the last American participant has found his/her German host family.

**Switching host families:** If a German or American visiting the host country is required to be moved to a new host family for any reason, we tend to relocate the visiting student to a different school district in order to avoid further complications.

**Medical Issues:** If a participant has a physical or psychological problem which was not disclosed on the application form under the medical section, The Friendship Connection, Inc. reserves the right to send that participant home should this issue cause problems for the German host family or in the school. **Any rebooking fees would be paid by that American participant's parents.**

**Flight deviations:** Any participant whose parent requests a flight deviation from the group must realize that we cannot provide adult supervision for individuals not traveling with our scheduled groups. See our website for more details about flight deviations and to print out the "Flight Deviation Form."

**Passports:** **U.S. participants are responsible for making sure they have a valid passport that does not expire before or during the June/July visit to Germany or for 90 days AFTER the travel is completed. This is the law!** Participants are responsible for applying for a passport in a timely fashion. We suggest they apply no later than January prior to their June departure. Call your local U.S. Post Office to find out if they process passport applications, contact AAA for information as to how to get started or visit the government website: <http://travel.state.gov> No other documentation for U.S. citizens is necessary other than a U.S. passport. **If a participant does not receive his/her passport before April 1<sup>st</sup>, call Krista Winzer-Lee immediately for advice and support. Parents and participants would have to bear the full financial consequences if the passport does not arrive by our June departure.**

**Non-U.S. Citizens:** **Non-U.S. citizens who plan to visit Germany in the summer as participants on The Friendship Connection, Inc. need to have a Visa in addition to a valid passport from their own country.** Those individuals must contact the proper authorities early on to obtain the proper documentation. The Friendship Connection, Inc. is not responsible for arranging for the proper travel documentation for any participant on our program. We can assist, but the responsibility for obtaining proper travel documentation always lies with the participant and his/her parents.

**I, (Parent or Guardian) , have read, understand and agree to the terms above.**

\_\_\_\_\_  
Parent or Guardian signature

\_\_\_\_\_  
Date