



Student Homestay Agreement

In order for a student to be placed with a UPEI Homestay family, they must read and sign the following agreement. Students are encouraged to apply four to six weeks before the semester start date.

Medical: In the case of a serious accident or illness, the student may need an adult to make decisions about their medical care and to take whatever immediate action is considered reasonably necessary in the circumstances, which may include rendering basic first aid, providing or arranging transportation of the student to the nearest or most appropriate health care facility, and obtaining and/or following instructions from a physician or other licensed health practitioner. By signing this form, the student authorizes the host parent(s) and/or UPEI to obtain emergency medical services for the student if deemed necessary and releases the host parent(s) and UPEI, its administration, Senate, Board of Governors, directors, officers, employees, volunteers, agents and representatives, and their respective heirs, executors, administrators, successors and assigns, from any and all liability for any injury, loss or damage which may be sustained as a result of providing treatment, including transportation to facilitate such treatment.

Financial: While in a Homestay placement, the student will be responsible for paying the host the agreed upon rate of (\$200 per week, payable every four weeks). This payment will be due on the 1st day of each month, or at a time otherwise designated by the Homestay host, for

as long as the student is in a Homestay placement; for example 4 weeks after the student's arrival. The first and last Homestay payments of \$800 CAD each, totalling \$1,600 CAD, must be paid directly to UPEI, at least 14 days before the student's arrival in Canada. UPEI retains the last month's payment of \$800 CAD as a deposit to be paid forward to the host at the end of a student's Homestay placement. If the student is not able to pay the required fees in advance, the student must contact the Homestay Coordinator immediately to make alternative arrangements. Such alternative arrangements are only valid with the Homestay Coordinator's express written permission. The student is responsible for paying all other Homestay fees directly to the Homestay host. Students should obtain receipts.

The student agrees that the University of Prince Edward Island will not be liable for any unpaid Homestay fees or expenses payable by the student or incurred by the student as a result of the student's participation in this program, which are the sole responsibility of the student.

If the student damages any property belonging to the Homestay family, the student agrees to immediately advise the family of such damage and to promptly pay the family for any necessary repair costs.

Behaviour: The student agrees to behave responsibly, and to abide by the house rules of the Homestay family.

The student also agrees to:

- Respect the Homestay family's privacy, personal property and individual rights.
- Keep his or her room and bathroom, tidy, clean and undamaged.
- Pay the Homestay fee promptly on the first day of each month or at a time otherwise designated by the Homestay family.
- Notify the Homestay family in advance of any absence, whether overnight or for one or more days.
- Pay the Homestay family \$100 per week during the holidays if the student will be away from the Homestay for more than one week but leave his or her belongings in the room. The fee otherwise payable for December and/or January will be adjusted accordingly.
- Not have overnight guests, unless approved in advance by the Homestay family.
- Use a calling card or personal phone to make long-distance calls.
- Make every effort to adjust to Canadian culture, including food and customs, and communicate with the Homestay Coordinator if problems arise.
- Participate in the Homestay family's activities and share information about his/her culture with the family.
- Not engage in any illegal activities.
- Return keys to the Homestay family upon departure and notify both the family and the UPEI International Relations Office of a forwarding address.

- Abide by UPEI's scent free policy which prohibits strong fragrances from being worn or otherwise respect the Homestay family's scent policies.

Please note that in Prince Edward Island, the legal drinking age is nineteen years (19 years). Tobacco products are also forbidden to be sold to anyone under the age of nineteen years. If students are caught engaging in an illegal activity, upon notification, the UPEI Homestay Coordinator reserves the right to terminate the Student Homestay Agreement. In this case, there will be no return of the remaining month's Homestay fee already paid to the Homestay family, and students will be expected to make other arrangements for accommodation at their own expense.

Conflict Resolution: While UPEI will try hard to find a suitable match between Homestay students and hosts, sometimes miscommunication or other issues may occur. If a problem occurs between the student and the host family, the student agrees to:

- First, discuss the issue with the host family, in an effort to understand and find a solution to the problem.
- Second, if the problem has not been resolved after following step one, the student agrees to contact the Homestay Coordinator to discuss the issue. A meeting may be set up between all three parties if the coordinator feels that this would be helpful.
- If the parties are not able to come to an agreement, the Homestay Coordinator will assist the student in finding a new Homestay

placement. Unless it is an emergency or extreme situation, as determined by the sole discretion of the Homestay Coordinator, no transfers during the first month of a Homestay placement will be allowed. All Homestay transfers must be coordinated through the UPEI Homestay Coordinator.

Termination Policy, Students: For a student to end a Homestay placement, he or she must give at least four (4) weeks' advance notice by filling out the "Termination Notice – Student" form and delivering a copy to both the host family and the Homestay Coordinator. The Homestay Coordinator will use the student's pre-paid deposit of \$800 CAD to pay the host family for the final 4 weeks of the student's placement. If a student fails to give 4 weeks' notice, she or he will forfeit part of all of their \$800 CAD deposit in order to compensate the host family for the 4 week notification period.

Students cannot give four weeks' notice to end a Homestay placement within the first month of their placement. If a student moves out of their Homestay within the first 2 months of placement, he or she will forfeit part or all of their \$800 CAD deposit.

If a student gives notice of cancellation of the Homestay placement at least one week prior to the agreed upon Homestay start date, a full refund of the pre-paid Homestay fees will be provided. If any notifications are received after that time, the student will only be eligible for a return of 50% of this fee. The application fee of \$300 is non-refundable

unless a suitable Homestay family, as determined by the sole discretion of the Homestay Coordinator, cannot be arranged by UPEI.

In situations where either the student or the Homestay family is found to be engaging in unlawful activities, the Homestay placement will terminate immediately, and no financial recourse will be available to the offending party.

Termination Policy, Hosts: For a host to end a Homestay placement, the host must give at least four (4) weeks' advance notice by filling out the "Termination Notice – Host" form and delivering a copy to both the student and the Homestay Coordinator. In the case of an emergency or extreme situation, as determined by the sole discretion of the Homestay Coordinator, the host may terminate a Homestay placement on an immediate basis. In the event of a termination of a Homestay placement by the host, all unused monthly fees will be refunded to the student on an immediate basis, and the Homestay Coordinator will transfer the student to another Homestay placement as soon as soon possible.

Transfer Policy: Transfers of a student to other host families will **not be allowed in the first month of a Homestay placement**. The only exception to this is if the Homestay Coordinator determines that the student is not following the house rules, and the Homestay family asks to have the student moved, or if the Homestay Coordinator determines that the host family is not meeting their obligations under the program. After the first month, if a request for transfer is made due to

incompatibility, the UPEI Homestay Coordinator will work with the student and host to help mediate any difficulties. A transfer may be arranged at the sole discretion of the Homestay Coordinator. The student may only make one transfer request under this program.

Miscellaneous: All parties acknowledge that fax copies, e-signatures, and scanned signatures shall be treated as originals.

While every attempt is made by the Homestay Coordinator to find a suitable host/ student match, UPEI cannot guarantee that a Homestay placement can be made. It is important for students to apply early.

Host families will provide the student with three healthy meal options per day (unless otherwise agreed upon between the host family and the student). If the student requires any expensive or special food items, such as lobster, crab or steak, he or she will be expected to procure such items for themselves.

In the case of a dispute over the terms of the Student Homestay Agreement, all parties agree that the laws of Prince Edward Island will govern this Agreement and the courts of Prince Edward Island have exclusive jurisdiction.

Release: The student understands that injury, sickness or death, or damages or losses to property may occur as a result of the student's participation in the Homestay program and agrees to assume all risks

associated with same. In consideration of the student's participation in the Homestay program, the student hereby releases, holds harmless and indemnifies UPEI, its administrators, Senate, Board of Governors, directors, officers, employees, volunteers, agents and representatives, and their respective heirs, executors, administrators, successors and assigns ("Related Parties") from any and all actions, causes of action, claims, suits and demands of whatever nature including negligence. The student understands that this release applies to release UPEI and its Related Parties from any injury, sickness or death or damages or loss of any kind which might arise from his or her participation in the Homestay program or as a result of or in relation to any medical treatment provided to the student by the host parent(s) and/or UPEI. The indemnities contained in this agreement shall not be prejudiced by, and shall survive, the termination of the agreement.

By signing this agreement the student represents and warrants that they have read this document in its entirety and fully understand and agree to abide by the terms set out herein. If any part is unclear, it is the student's responsibility to ask for clarification.

Homestay Students Name: _____

Homestay Students Signature: _____

UPEI ID: _____

Date: _____

Received on behalf of UPEI

Barbara Campbell, Director, International Relations

Signature: _____