

Rules governing the long term exchange program for foreign young people (INBOUNDS) in Rotary District 4185.

## INTRODUCTION

1. In accordance with Rotary's rules, Rotary clubs sponsor the Youth Exchange for youth ages 15-19. Its purpose is for young people (INBOUNDS) to learn a new language and explore another culture, to acquire lifelong leadership skills, and to forge lasting friendships with other INBOUNDS around the world.
2. At the beginning of the program at the Guidance Meeting, the INBOUNDS will receive a Guidance Manual with all the specifications and rules of the program, which must sign by them for knowledge and responsibility of it.
3. It is important that the INBOUND has a good knowledge of the Spanish language, and that before arriving to Mexico can take Spanish classes.
4. During their stay in México the INBOUNDS should speak Spanish in all activities.
5. At the time that District 4185 informs the first host family to the INBOUND, He/She must make immediate communication with them.

## THE DISTRICT

6. Any questions or concerns related to the Program should be addressed firstly to the assigned host Club Counselor.
7. In case of any problem or difficulties, the INBOUND should immediately goes to his/her host Club counselor, in case of not contacting him, to the officer of the program of the Club (YEO), or to the district coordinator, or to the co-chair of inbounds and in the last case to the Chairwoman of the program.
8. INBOUNDS must participate in all events and functions to which they are invited by the Rotary District 4185. Attendance at the Guidance Meeting for inbounds and the District Conference are mandatory.
9. INBOUNDS must always observe the District's rules, otherwise there will be "warnings" that are notified to their sponsor district. In case of recidivism, they may be punished with the prohibition of opting for optional trips, or early return to their country of origin.

## THE HOST CLUB

10. Upon arrival to Mexico, the INBOUND must give to his/her Club Counselor

the amount of USD \$ 400 as an emergency fund. A signed receipt form MUST be given. At the end of his/her stay in México this amount will be reimbursed.

11. INBOUND´s passport will be kept at the custody of his/her counselor of the host club. We recommend to make a copy of it.
12. INBOUND should be integrated into all Club activities. Participation in community service events is mandatory.
13. INBOUNDS must visit the Club at least one time a month.

#### THE HOST FAMILY

14. INBOUND will participate as a member of the family and will perform the normal duties and responsibilities as of the rest of the family.
15. Host families decide the INBOUNDS rules during the period of their stay in the host family home.
16. INBOUND should notify if He/She have any treatment or take any specific medication.
17. INBOUND will use the telephone and Internet moderately and with the permission of the host family.
18. INBOUND must accept without objection the change of families.

#### THE SCHOOL

19. INBOUNDS should be integrated into the academic, cultural and sports activities of their Schools. A given report from the school will be evaluated periodically.
20. INBOUNDS should attend school promptly. No more than 3 unjustified absences to school will be tolerated.

#### TRAVELING

21. Traveling is not a right, it is a privilege. The travel regulations are attached to these rules. Permits must be submitted within the deadlines required by them, with all the documentation requested. The trips must be during school holidays.
22. District 4185 makes two elective trips: Mayan and Independence Route, both of which are optional and permission of their natural parents is mandatory. The cost of these trips must be paid by the natural family.

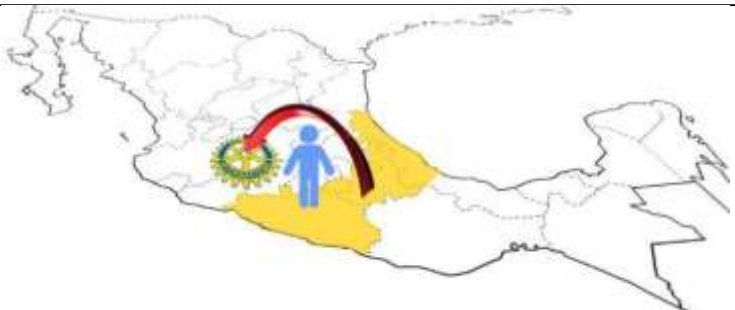
## VARIOUS

23. INBOUND will obey the Mexican laws while in México.
24. INBOUND and parents or legal guardians authorize the publication of his/her details and his photo on the website of the District 4185 Youth Exchange Program at [www.yep4185.org.mx](http://www.yep4185.org.mx) or its social networks.
25. INBOUNDS should participate and be integrated in celebrations, local and national traditions and holidays.

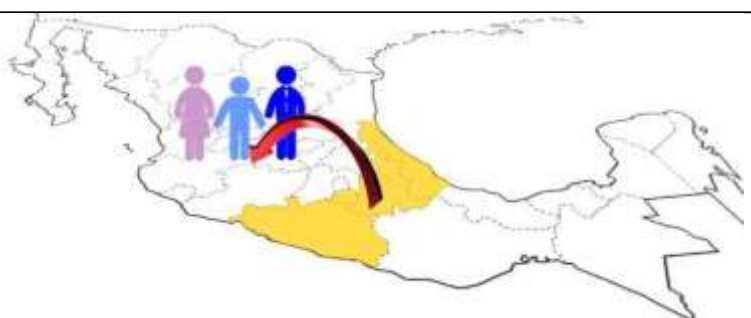
## OTHER PROHIBITIONS

26. In the case of breaking the following rules, the INBOUND will be returned to his/her country of origin:
  - a. No Drugs
  - b. No Drinking (Alcoholic beverages)
  - c. No Dating (Romantic relationships)
  - d. No Driving Motor Vehicles
27. It is strictly prohibited attending bars and discotheques. This fault will be severely punished by the surveillance committee.
28. Smoking is not permitted during the exchange
29. It is forbidden to acquire new piercings and tattoos while in México.
30. For the safety of the INBOUND, it is forbidden to ask for a "ride" with strangers.
31. It is not permitted the visit of members of the natural family of the INBOUND during the first 8 months of his/her stay. After this, they will be able to visit him/her with previous authorization of the host club.

## Travel permission Rules

<p><b>P1</b></p> <p><b>REQUIREMENTS FOR PERMISSION TO TRAVEL OUTSIDE THE DISTRICT ALONE BY ROTARY INVITATION</b></p>	
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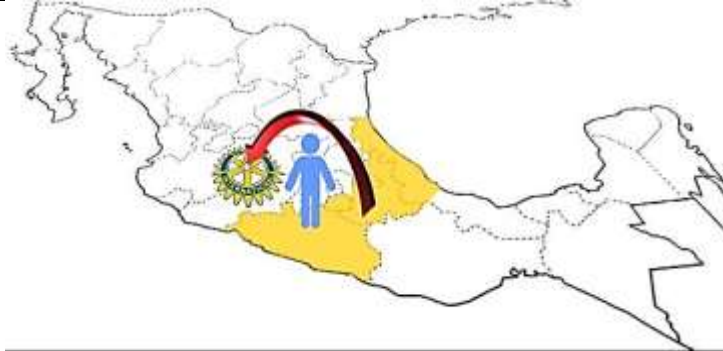
- The only reason for traveling alone is due an invitation from another Rotary Club. This invitation must be sent in a letter signed by the president of the host Club, scanned and sent by his/her email to the president of the sending Club.
- Permissions forms for traveling alone will be accepted only upon the month of December.
- Form of parents permission filled, signed and sent scanned by parents or legal guardians.
- Form of travel permission filled and signed by Club and Districts authorities.
- These documents must be sent at least 15 days before the day of departure.
- The travel must be run during the day without scales.

<p><b>P2</b></p> <p><b>REQUIREMENTS FOR PERMISSION TO TRAVEL OUTSIDE THE DISTRICT WITH HOST FAMILY</b></p>	
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- Form of travel permission filled and signed by Club and Districts authorities sent at least 10 days before the day of departure

**P3**

**REQUIREMENTS  
FOR PERMISSION  
TO TRAVEL ALONE  
WITHIN THE  
DISTRICT BY  
ROTARY  
INVITATION**



- The only reason for traveling alone is due an invitation from another Rotary Club. This invitation must be sent in a letter signed by the president of the host Club, scanned and sent by his/her email to the president of the sending Club.
- Permissions forms for traveling alone will be accepted only upon the month of December.
- Form of parents permission filled, signed, scanned and sent by parents or legal guardians.
- Form of travel permission filled and signed by Club and Districts authorities.
- These documents must be sent at least 5 days before the day of departure.
- The travel must be run during the day without scales.

**P4**

**REQUIREMENTS FOR  
PERMISSION TO TRAVEL BY  
SCHOOL EVENT**



- Official document of the school indicating the reason, itinerary and security measures for the trip.
- Form of parents permission filled, signed and scanned by parents or legal guardians.
- Form of travel permission filled and signed by Club and Districts authorities.
- These documents must be sent at least 15 days before the day of departure.
- The travel must be during the day without scales.

#### **TRAVELING WITH HOST FAMILY WITHIN THE DISTRICT FOR 2 DAY OR MORE**

- Information from the host family to the Club authorities and Inbound co-chair at least 2 days before departure.

Date

**PARENTS PERMISSION FORM**

**Mireya Dominguez Ronces  
DISTRICT 4185  
Youth Exchange Program Chairwoman**

**Dear Mireya**

**We, parents/legal guardians of (Name of son/daughter) hereby, authorize (him/her) to**

**FOR A TOUR:  
take the tour (Ruta Maya/Ruta de la Independencia/Other Tour)**

**FOR A TRIP:  
travel ALONE to the city of (City)**

**FOR A SCHOOL EVENT  
Travel with the school to the event (Name of the event)**

**since the (day, month, year) until the (day, month year).**

**Best regards**

\_\_\_\_\_  
Name and sign of father/legal guardian  
Mobile phone

\_\_\_\_\_  
Name and sign of mother/legal guardian  
Mobile phone