

# APPLICATION FOR BURBANK SISTER CITY 2019 STUDENT EXCHANGE PROGRAM TO INCHEON, SOUTH KOREA

The cities of Incheon, South Korea and Burbank, California have successfully participated in a 2-week summer cultural student exchange program. Burbank students travel to Incheon and stay with a South Korean family one year and Incheon students travel to Burbank the next. In the summer of 2019 we will be sending a group of Burbank students to visit Incheon. The program's purpose is to promote communication, goodwill, and cultural awareness, as well as foster closer relationships as sister cities by offering the opportunity of better understanding between the South Korean and American people.

## **Applicants must be a Burbank resident enrolled in grades 9-12 at the time of application.**

It is an honor to be selected as an exchange student to Incheon, South Korea. The Committee will select up to 12 student representatives and two alternates. Being selected entails a great deal of responsibility since you will be representing the City of Burbank as well as the Sister City Committee. Successful applicants and their parents must comply with obligations as follows:

- join the Burbank Sister City Committee (application attached);
- commit to a minimum 2-year period in an active role on the Sister City Committee, including preparation for and participation during summer visitation of Sister City students to Burbank;
- participate in BSCC fundraising activities;
- attend monthly meetings and other planning meetings in preparation for the trip;
- host a sister city student in your home *or* provide an alternate Burbank host family acceptable to the Committee;
- promote the Sister City program;
- obtain and submit a passport and 3 extra passport photos by the deadline date established by the committee;
- submit all funds required for airline ticket purchase by the required deadline;
- be Livescan fingerprinted as required by City of Burbank policy.

The full cost of the trip to Incheon, South Korea is the family's responsibility. ***Financial aid, determined by separate application (attached), may be available for qualified students.*** The approximate cost of the trip includes, but is not limited to:

- Airfare - \$1,500
- Passport - \$120
- Gifts for families in Incheon - \$150
- Spending money in Incheon - \$300

Participation in student fundraising efforts can result in substantial cost reductions.

You will be advised of important informational meetings and timelines for monies and passports. *Once selections have been made, it is expected that commitments for travel to South Korea will be kept.*

Completed applications **must** be submitted by or before 5:00 p.m., **Friday, October 19, 2018**, at Burbank Public Library, 110 N. Glenoaks Blvd., Burbank, attn: Library Administration. Incomplete applications and applications received after the deadline will not be considered.

## **KEEP THIS PAGE AND MAKE A COPY OF YOUR COMPLETED APPLICATION FOR YOUR RECORDS.**

# BURBANK SISTER CITY STUDENT EXCHANGE PROGRAM STUDENT APPLICATION – SUMMER 2019

PLEASE PRINT OR WRITE CLEARLY

Applicant Name \_\_\_\_\_  
Last First M / I

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Month/date/year of birth \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_

Home phone ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_ e-mail \_\_\_\_\_

U.S. Citizen? Yes \_\_\_ No \_\_\_ If No, Alien Registration Number \_\_\_\_\_

If not a U.S. Citizen, country of citizenship? \_\_\_\_\_

Father's Name \_\_\_\_\_ Mother's Name \_\_\_\_\_

Cell phone father ( ) \_\_\_\_\_ Cell Phone mother ( ) \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

1) Please write a short paragraph on why you want to participate in the Burbank Sister City Student Exchange Program.

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2) What do you feel you can contribute to foster closer relationships between the people of Burbank and the people of Incheon?

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3) Do you consider yourself an adventurous eater? Give an example.

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4) List all clubs and activities, including dates of participation, in which you are involved. Include school, church, and community activities. Use additional pages if necessary.

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5) In what way will the above activities contribute to you representing Burbank in the student exchange program?

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6) Do you have previous experience with Korean people or Korean culture?

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7) Have you visited a foreign country before? Yes\_\_\_ No\_\_\_ If yes, which country or countries?

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8) Would you feel comfortable living with a family who may speak only Korean? Yes\_\_\_ No\_\_\_

9) Describe some ways you would try to communicate. \_\_\_\_\_

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10) Do you have pet, food, or other allergies? Yes\_\_\_ No\_\_\_

11) Is there anything additional you would like to tell us about yourself? \_\_\_\_\_

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In addition, upon acceptance as a 2019 exchange student to Incheon, the City of Burbank requires that all household members age 18 and over who will host an inbound sister city student in the summer of 2019 or 2020 be fingerprinted by Livescan Fingerprinting Services through the City of Burbank.

***This application must include the following:***

- ***two letters of recommendation*** from teachers, school counselor, administrators or community leaders (e.g. scoutmaster, coach, religious leader);
- ***a copy of each of your last two semester grade reports.***

**Incomplete applications will NOT be considered.**

The selection committee will review all applications. Applicants who pass the paper screening will have individual interviews to determine final selection. Interviews will be conducted in November 2018. Written notification of interview date and time will be provided. Parents will have a separate informational interview, simultaneous to the student interview. Applicants will be notified in writing within 10 days following the interviews. Verified falsification or misinformation by the applicant will result in immediate removal from the exchange program.

The information provided on this form will only be used by members of the selection committee and will not be shared with any other parties.

**CERTIFICATION**

In submitting this application, I/we certify that the information provided is complete and accurate to the best of our knowledge. We also understand the obligations outlined on the front page of this application packet and will comply with the best of our ability.

Print name – student applicant	Signature – student applicant	Date
Print name – applicant parent	Signature of parent	Date
Print name – applicant parent	Signature of parent	Date

Applications must be returned by 5:00 p.m., **Friday, October 19, 2018**, to the following location:

- Burbank Public Library, 110 N. Glenoaks, Burbank, CA 91502  
(Attention: Library Administration)

# BURBANK SISTER CITY STUDENT EXCHANGE PROGRAM STUDENT SCHOLARSHIP APPLICATION – SUMMER 2019

PLEASE PRINT OR WRITE CLEARLY

Fill out **only** if applying for scholarship:

Applicant Name \_\_\_\_\_  
Last First M / I

Address \_\_\_\_\_ City \_\_\_\_\_ Zip code \_\_\_\_\_  
Current

Birth date \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_

Home Phone (    ) \_\_\_\_\_ Cell (    ) \_\_\_\_\_ E-mail \_\_\_\_\_

Father's Name \_\_\_\_\_ Father's Work Phone (    ) \_\_\_\_\_

Mother's Name \_\_\_\_\_ Mother's Work Phone (    ) \_\_\_\_\_

The Burbank Sister City Student Exchange Program provides a limited number of scholarships to assist with travel to Incheon, South Korea. It is a need-based grant, with the following criteria:

- Student must be a Burbank resident;
- Two most recent **semester grade reports** must reflect at least average class grades, satisfactory attendance and good citizenship;
- *Student Application* and *Student Scholarship Application* are completed and submitted;
- Total household income is not more than allowable income listed below; and
- Explanation of any unusual financial circumstances is submitted.

Financial need is based on total annual household income below the following Community Development Block Grant (CDBG) income limits (80% of median). To verify need, please submit one of the following:

1. Parents' last year's completed federal tax return or past 3 months pay stubs;
2. TANF or Welfare Eligibility Statement;
3. Proof of eligibility for Reduced or Free Lunch Program.

<b>Circle Number of Persons in Household</b>	<b>Total Annual Household Income</b>	<b>CDBG maximum Allowable income</b>
1	_____	\$54,250
2	_____	\$62,000
3	_____	\$69,750
4	_____	\$77,500
5	_____	\$83,700
6	_____	\$89,900
7	_____	\$69,100
8	_____	\$102,300

Student Applicant: On a separate page, please answer the following question in 150 to 200 words: What ideas do you have for sharing what you'll learn on this trip once you return?

Complete and submit this page, financial eligibility information, explanation of any unusual financial circumstances that should be considered and your short essay, along with your Student Application by the required date and to the location stated on the Student Application form. No scholarship monies will change hands. Money will be applied to purchase of airline tickets only.



# Burbank Sister City Committee

## *Membership Application*

Dear Burbank Sister City Committee Prospective Members,

The Burbank Sister City Committee is pleased to welcome you as a member. We look forward to your participation with the committee.

Please return this form to the address shown at the bottom of the page, along with a check for your membership dues. Dues are collected on an annual basis (Jan-Dec). Your contribution will be used to support committee activities.

Thank you for your support of the Burbank Sister City Committee.

(Please Print)

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

**I would like join the Burbank Sister City Committee membership list.  
Enclosed is a check for my annual membership dues.**

Family membership\* - \$30     Individual membership - \$15     Donation - \$ \_\_\_\_\_

\*Write additional names and email addresses of family members on back of sheet

*Please consider including a donation in addition to your annual dues payment.  
Any amount is greatly appreciated!*

Total amount enclosed: \$ \_\_\_\_\_

**Please make checks payable to “Burbank Sister City Committee”**

Your entire membership fee plus any additional donation is tax deductible.

**By joining the Burbank Sister City Committee, you consent to receive e-mail communication including monthly meeting minutes and other correspondence.**

**PLEASE COMPLETE AND RETURN THIS FORM TO:**

***Burbank Sister City Committee  
c/o Burbank Public Library  
110 N. Glenoaks Blvd.  
Burbank, CA 91502***