



ST MARY'S COLLEGE

HOMESTAY PROVIDER APPLICATION FORM

Thank you for your interest in the St Mary's College International Student Program. Homestay provides a wonderful opportunity for students to become part of an Australian family. Students are placed with Homestay Providers located within accessible distance to the College. Homestay accommodation includes three meals a day and weekly laundry service. Please complete the following details and return to the College or contact us for further information.

Date: ___/___/___

CONTACT DETAILS

Applicant's Family Name: _____ Given Name: _____ Title: ()
Partner's Family Name: _____ Given Name: _____ Title: ()
Address: _____ Home Phone: _____
_____ Mobile: Phone _____
Postcode: _____ Work Phone: _____
Email: _____

HOUSEHOLD MEMBERS

Please list details of all members of your household:

Applicant's Occupation: _____ Full-time Part-time Casual None
Language/s spoken: _____ Religion: _____
Interests: _____ Smoker Non-Smoker
Partner's Occupation: _____ Full-time Part-time Casual None
Language/s spoken: _____ Religion: _____
Interests: _____ Smoker Non-Smoker

Children living in your home:

Name: _____ Male Female Age: _____
Interests: _____
Name: _____ Male Female Age: _____
Interests: _____

Students living in your home (other than own children):

Name: _____ Male Female Age: _____
Nationality _____ Studying at?: _____
Name: _____ Male Female Age: _____
Nationality _____ Studying at?: _____

Others living in your home:

Name: _____ Male Female Age: _____

Relationship to applicant: _____ Smoker Non-Smoker

Name: _____ Male Female Age: _____

Relationship to applicant: _____ Smoker Non-Smoker

Pets: Yes / No Details: _____

TRAVEL & TRANSPORT DETAILS

Approximate distance/travel time from your home to the College: _____

Likely means of transport to the College: Foot Car Train Tram Bus

Details of Train/Tram/Bus route: _____

Distance from your home to Train/Tram/Bus stop: _____

ACCOMODATION MINIMUM REQUIREMENTS

Separate room for each student, study desk and chair, study lamp, internet access, clothing storage, adequate ventilation, heating/cooling and light.

HOME DETAILS

Dates Available: ___/___/___ to ___/___/___

Number of Bathrooms: _____ Number of Bedrooms: _____

Number of Bedrooms available for International Students (one room per student): _____

Other Facilities: _____

Complete the following where appropriate:

Student Bedroom 1: Number of Beds: _____ Bedside Table/s: _____ Drawers: _____

Wardrobe/s: _____ Desk/Chair: _____ Internet Access: _____ Lamp/s: _____

Other Features: _____

Student Bedroom 2: Number of: Beds: _____ Bedside Table/s: _____ Drawers: _____

Wardrobe: _____ Desk/Chair: _____ Internet Access: _____ Lamp/s: _____

Other Features: _____

Student Bedroom 3: Number of Beds: _____ Bedside Table/s: _____ Drawers: _____

Wardrobe: _____ Desk/Chair: _____ Internet Access: _____ Lamp/s: _____

Other Features: _____

Please tick the following boxes where applicable to your home:

- Heating
- Computer Access
- Other Languages Spoken
- Air Conditioning
- Internet Access
- Previous Homestay experience

- | | | |
|---|---|--|
| <input type="checkbox"/> Swimming Pool | <input type="checkbox"/> Pets | <input type="checkbox"/> Current St Mary's family |
| <input type="checkbox"/> Separate Living Area | <input type="checkbox"/> Children under 5 | <input type="checkbox"/> Walking distance to College |
| <input type="checkbox"/> Vegetarian household | <input type="checkbox"/> Children 5-11 | <input type="checkbox"/> Less than 3km from College |
| <input type="checkbox"/> Smokers in household | <input type="checkbox"/> Children 12-17 | <input type="checkbox"/> Less than 5km from College |
| <input type="checkbox"/> Piano | <input type="checkbox"/> Children 18+ | <input type="checkbox"/> Less than 7km from College |

CHANGE OF CIRCUMSTANCES

Please advise the College immediately of any changes in your homestay accommodation arrangements. This refers to changes of residence, facilities offered, supervision arrangements or extra people living in the house.

CHILD SAFETY SUITABILITY CHECK

Both Federal and State Legislation require all adult homestay providers to pass suitability criteria. In accordance with the College Welfare and Accommodation Selecting, Screening and Monitoring Policy, all Homestay Provider applicants must attend a Child Safety interview/suitability check with the College Principal or Deputy Principal. It is a condition of appointment as a Homestay Provider that all members of the homestay household aged 18 years or over attend a compulsory annual Child Safety Briefing at the College.

Do you and all members of your household aged 18 years or over have a valid Working With Children Check**?

No / Yes, Ref. No. _____ Valid To: __/__/__ (please attach a copy)

IMPORTANT: Please list St Mary's College Melbourne as an organisation on your Working With Children Check.

Do you and all members of your household over the age of 18 have a National Police Check**?

No / Yes, Ref. No. _____ Issue Date: __/__/__ (please attach a copy)

***Please provide WWCC and Police Check details for all members of your household aged over 18 years. Please note that the Homestay Provider must hold an 'Employee' WWCC. Other members of the household may hold a 'Volunteer' WWCC.*

If 'No' – you are required to provide both a WWCC and Police Check to the College for each member of your household aged 18 years or over, before a student can be allocated to your homestay.

REFERENCE CHECK

Reference checks must be undertaken for all Homestay Providers in order to confirm their suitability for child connected work.

Please provide full name and contact details of at least two referees:

Full Name _____ Contact Number _____

Full Name _____ Contact Number _____

Full Name _____ Contact Number _____

COMMENTS

Please add any additional comments you feel relevant to your application to become a Homestay Provider.

How did you hear about the St Mary's College International Student Program?

- College Newsletter College Website St Mary's Family
 Other school Newsletter Education Agent
 Other _____

PRIVACY OF INFORMATION

- 1. In offering to become a Homestay Provider you are requested to provide the College with personal information as above.**
- 2. The College seeks the information for the primary purpose of matching accommodation offered by Homestay Providers with that sought by the International students coming to the College (please see the College Privacy Policy and Collection Notice attached) and in order to provide the best care possible for our International Students.**
- 3. The information will be stored securely by the College and retained for the time you remain an active Homestay Provider.**
- 4. Child Protection laws require the College to obtain Working With Children Checks and Police Checks for all members of homestay households aged 18 years and over on an ongoing basis. Homestay Providers are required to maintain validity of these checks.**
- 5. Full and frank disclosure is required.**

I hereby declare that the details provided above are true and correct to the best of my knowledge and I undertake to inform the College as soon as possible of any changes therein.

Homestay Provider's Full Name: _____

Signature: _____ Date: ___/___/___

PHOTOS

Please attach a photograph of your family here

Description of the above picture: _____

Please attach a photograph of the student's room here

Description of the above picture: _____

Please attach other relevant photograph/s here

Description of the above picture: _____
