

Host Family Telephone Reference Checklist

Updated February 2019

Instructions:

- **Four** telephone phone reference calls must be completed for each host family.
- The four personal references are listed in the host family application. An American Councils representative or LC may not serve as a reference. At least 2 of the references must be "local" (within host family's community).
- Use the checklist below as a guideline for your conversation with the reference. Solicit additional information as relevant within the context of your conversation and include explanatory notes.

Reference Name:	Host Family Name:
Reference Phone #:	Student Name (if known):
Reference Caller Name:	Date:

Questions:

How long have you known this family?		
In what capacity have you known the family? (Check all that apply):		
Neighbor <input type="checkbox"/> Friend <input type="checkbox"/> Co-Worker/Employee/Employer <input type="checkbox"/> Religious Community <input type="checkbox"/> Other <input type="checkbox"/>		
Have you visited this family in their home? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, how often?		
Is the home well-kept enough so that someone outside of the family can live there? Would a student feel comfortable and at home?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know	Comments:
Host families are asked to provide 3 meals a day and transportation for a student. Is the family able to provide this?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know	Comments:
Keeping in mind that students receive a stipend for toiletries and social expenses, do you have any concerns about the family's ability to financially provide for the student?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know	Comments:
Is the family able to emotionally support the exchange student with his/her adjustment and provide a safe, nurturing environment?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know	Comments:
Do you have any concerns regarding emotional, physical, or substance abuse problems in the family's history?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know	Comments:
Is this a dependable, stable, and committed family?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know	Comments:
To your knowledge, has this family hosted an exchange student before? If so, do you know when or with what organization?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know	Comments:
Do you recommend this family as capable of providing a positive experience for an exchange student?		
Do not recommend <input type="checkbox"/> Somewhat recommend <input type="checkbox"/> Highly Recommend <input type="checkbox"/>		