

# International Student Guardian Agreement Form



**SAINT JOSEPH**  
Preparatory High School

*Sponsored by The Sisters of Saint Joseph of Boston*

Saint Joseph Preparatory High school highly regards and values the safety and well being of each of its students. Please read the following carefully and clarify who is responsible for each role of the student's international educational experience at Saint Joseph Preparatory High School. One person may fulfill the responsibility of more than role.

The signatures on this form indicate that the following people will be responsible for fulfilling specific roles during the student's educational experience at SJPHS. The school must be notified if any of these roles change.

## AGENT

- Coordinates with the school for the admission process, which includes:
  - Sending the school a completed application
  - Coordinating a Skype interview between a school administrator and the student
  - Providing the full fees and tuition for the school year
  - Providing the student's completed health records
  - Providing the student a guardian and homestay
- Coordinates communication between the student's family abroad and the school
- Stays in communication with the school throughout the year to check on the progress of the student

PRINTED NAME OF AGENT	SIGNATURE	DATE
PHONE NUMBER	EMAIL ADDRESS	
STREET ADDRESS	CITY / TOWN	STATE / ZIP CODE

## GUARDIAN

- Must be in the local area
- Acts as the Emergency Contact for the student and ensures student safety
- Helps student transition into the school, which includes helping the student buy the uniform, school supplies, and other needed materials throughout the year
- Provides opportunities for cultural and academic enrichments
- Serves in all official legal capacities in lieu of parent
- Provides academic and social support of student, including attending parent-teacher conferences and other important meetings
- Coordinates with agent to provide communication between school and student's family abroad

PRINTED NAME OF GUARDIAN	SIGNATURE	DATE
PHONE NUMBER	EMAIL ADDRESS	
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*continued on reverse*

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## HOST FAMILY

- Helps student find a method of transportation to and from school and sports practices
- Provides substantial meals and proper accommodations for student
- Communicates to school about student absences
- Provides safe and nurturing environment, and treats student as a member of the family
- Agrees to a scheduled in-home visit by Saint Joe's representative during the time of hosting the student
- Attends activities held at Saint Joe's for parents / host-parents / guardians

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PRINTED NAME OF HOST

SIGNATURE

DATE

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PHONE NUMBER

EMAIL ADDRESS

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STREET ADDRESS

CITY / TOWN

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