Sample FSA application form

Note to teacher

Please read this entire form and fill in the missing information (dates, times, objectives, etc.) before giving it to students.

Instructions for students

Before you begin filling in this form, have the following documents ready: your passport, a copy of your vaccination record, a copy of your emergency health insurance policy.

It usually takes students 30–60 minutes to fill in all three sections of this application form.Personal information

What is your surname as it appears on your passport? (e.g., Tremblay)

X

What is your given name as it appears on your passport? (e.g., Ariane)

X

What is your passport number?

X

I certify that my passport is valid for six more months after the date of return from the sojourn.  
(Return date: YYYY/MM/DD)

Yes  No

I certify that I will be 18 years of age by the beginning of the sojourn (date of departure: YYYY/MM/DD).

Yes  No

Give your full name (e.g., Tremblay, Pierre), phone number (e.g., 514-555-5555), email address, and relationship of your emergency contact person (e.g., father).

X

State any allergies or medical conditions you have. Write “none” if you don’t have any.

X

State any dietary restrictions you have. Write “none” if you don’t have any.

X

I have been vaccinated at least twice for Covid.

Yes  No

I am aware that vaccines/pills for the following diseases are recommended for travel to our destination: (INSERT DISEASES). Some vaccines require several doses and must be started months before the departure. I certify that I will have the recommended vaccines by YYYY/MM/DD.

If you are already vaccinated for any of the diseases listed above, please provide a record of your vaccinations.

X

**I realize that I will need emergency medical insurance for the duration of the trip (from departure date YYYY/MM/DD to return date YYYY/MM/DD).**

I am already covered by an insurance plan.

Yes  No

I agree to purchase insurance and to submit a copy of the insurance policy to my teacher/the international bureau by YYYY/MM/DD.

Yes  No

Your reason for applying

| Please give your reasons for wanting to participate in this trip (maximum: 100 words). |
| --- |
| X |

| Explain why you would make a good candidate for this trip. We are looking for students who are curious, open-minded, good communicators, and team spirited. Mention any personal qualities you feel are relevant. Provide SPECIFIC examples of any qualities you mention (maximum: 400 words):  E.g., I would make a good candidate because I am organized. For example, . . . |
| --- |
| X |

| List any team sports or team activities you participate in or have participated in, and for how long.  E.g., I played trumpet in the school band from secondary 1 to secondary 5. |
| --- |
| X |

| Describe any conflict you have had with a teammate or a superior (such as a teacher, boss, or parent) and how you resolved the conflict (maximum: 100 words). |
| --- |
| X |

| Name two references we can contact who will attest to the qualities you listed. Ideally, these references will be people from our college. Provide their full name, relationship, year you met, email address, and phone number (phone number not required for college staff).  E.g., Danielle Gauthier was my philosophy teacher at Cégep André-Laurendeau. I met her in winter 2022. Her email address is danielle.gauthier@cegeplaurendeau.ca. |
| --- |
| X |

From the following list, please indicate the date(s) and time(s) when you will be available for an interview:

YYYY/MM/DD between 00:00 and 00:00  
 YYYY/MM/DD between 00:00 and 00:00  
 YYYY/MM/DD between 00:00 and 00:00  
 YYYY/MM/DD between 00:00 and 00:00  
 YYYY/MM/DD between 00:00 and 00:00

Knowing the rules

I understand that this is an academic sojourn with the following objectives:

1. (INSERT OBJECTIVE 1)
2. (INSERT OBJECTIVE 2)
3. (INSERT OBJECTIVE 3)

I agree  I disagree

I understand that I will be required to speak in (INSERT LANGUAGE) during (CHOOSE ALL THAT APPLY: all class activities, X hours per day/week, all times indicated on the itinerary, etc.)

I agree  I disagree

I understand that (CHOOSE ALL THAT APPLY: classes, volunteering, homestay, internships) are an integral part of this sojourn and that I will be asked to keep an open mind throughout the trip. Having an open mind means being willing to try new foods, new activities, and/or new ways of interacting with the world.

I agree  I disagree

I understand that this is a group sojourn. This means that for the duration of the sojourn (a) I will always be accompanied by at least one other person from the group (and/or from my homestay family), (b) I will participate in ALL group activities, and (c) someone else in the group will always know my whereabouts.

I agree  I disagree

I understand that (CHOOSE ALL THAT APPLY: classes, volunteering, homestay, internships, etc.) are an integral part of this sojourn and that I will be asked to maintain an open mind throughout the trip. Having an open mind means being willing to try new foods, new activities, and/or new ways of interacting with the world.

I agree  I disagree

I understand that the approximate cost of the sojourn is (INSERT $ AMOUNT). Normally, we raise (INSERT $ AMOUNT) through grants and (INSERT $ AMOUNT) through fundraising so that students have to pay only (INSERT $ AMOUNT) out of pocket. However, these grants and fundraising amounts are not guaranteed.

I agree  I disagree

I will go even if I have to pay the entire cost out of pocket.

Yes  No

I can only go if we get grant money.

Yes  No

I can only go if we get grant money and fundraise.

Yes  No

If selected, I agree to abide by the laws of the host country for the duration of the sojourn.

Yes  No

If selected, I agree to a non-refundable deposit of (INSERT $ AMOUNT) by YYYY/MM/DD which will be used to purchase a non-refundable plane ticket.

I agree  I disagree