



San Mateo-Toyonaka Sister City Association
P.O. Box 729
San Mateo, CA 94401

SAN MATEO-TOYONAKA SISTER CITY ASSOCIATION
STUDENT AMBASSADOR PROGRAM INFORMATION AND
APPLICATION FOR 2012-2013

This cultural and educational exchange program between San Mateo and Toyonaka is part of the “People to People” programs initiated by President Dwight D. Eisenhower during the early 1950s. As part of these historical programs, the San Mateo Student Ambassador Exchange with Toyonaka, Japan, allows San Mateo students to travel to Japan, live in the homes of Toyonaka families, and participate in Japanese cultural events. In exchange, Toyonaka students live in San Mateo; thus, the program serves to strengthen and promote better understanding and friendship between the United States and Japan.

The students selected for this exchange program act as Ambassadors for the City of San Mateo and participate in numerous public appearances and speaking engagements in Toyonaka, Japan. Many fine friendships have developed among past exchanges and the people working together in the San Mateo-Toyonaka Sister City program. But this “People to People” program also fosters friendship and cooperation between the residents of the two cities: San Mateo and Toyonaka.

The San Mateo-Toyonaka Sister City Association selects 4 students from San Mateo to represent the Association and San Mateo City as ambassadors. *Two are selected to travel to Toyonaka, Japan, and two will remain in San Mateo to act as a host ambassadors.*

BASIC ELIGIBILITY REQUIREMENTS FOR STUDENT AMBASSADORS:

- ◆ 1. Full time student 16 to 20 years of age and a resident of San Mateo.
- ◆ 2. Academic record Minimum GPA of 2.5.; a *copy* of school transcripts are required with the application. Unofficial transcripts will be accepted.
- ◆ 3. Residency Must reside in San Mateo at the time of application and when traveling to Japan.
- ◆ 4. Personal characteristics Enthusiastic, sincere, friendly, cooperative and considerate.
- ◆ 5. Parental approval Custodian or legal guardian signature on pp. 6 & 7 of this form provides approval for the student to participate.
- ◆ 6. Parent Participation Parents/Guardians must commit to hosting Toyonaka student ambassadors in their home for three years.
- ◆ 7. Membership The student and their family must become active members of the Sister City Association .
- ◆ 8. Health The student must be free of serious health problems or illness in order to travel. A medical release form is required and must be signed by the parent or guardian.
- ◆ 9. Passport The student must have (or applied for) a passport for international travel to Japan.
- ◆ 10. Parent or guardian Guardians must be present at the time of applicant interviews.

APPLICATION PROCEDURES:

Applications will be available beginning August 2012, from the San Mateo City Hall, City Clerk Administration Offices, 330 W. 20th Ave., and from all local area high schools. Students should mail the completed application to: **San Mateo City Clerk, Attn: Sister City Program, 330 W. 20th Ave., San Mateo, California 94403 or deliver to the San Mateo City Clerk Administrative Office** before 5:00 P.M. on **Friday, September 14, 2012.**

During the **selection process**, a number of students will be selected as finalists and will be required to complete both an oral interview and essay. Finalist students and parents must be available for interviews between September 18-20, 2012 in the evening for an oral interview. **All applicants are required to report for the interview with their parent or guardian.** Parents will be provided an orientation. Students and parents are also required to attend the selection dinner which will be held on Thursday, September 27, 2012 at a location to be announced. Both students and parents will be guests of the Sister City Association, so the dinner will be no cost to attend.

WHO SPONSORS THE STUDENT AMBASSADOR PROGRAM:

The San Mateo Sister City Association is responsible for the program. The San Mateo City Council supports the program. The Association raises funds to help defray the cost of sending San Mateo students to Japan.

SCHOLARSHIPS:

Apart from travel support, the San Mateo-Toyonaka Sister City Association also grants three awards to encourage the continuing education of San Mateo youth: \$200.00 scholarships for the students selected to travel to Toyonaka and one \$150.00 scholarship for the "host" ambassadors.

HOW LONG WILL THE STUDENT AMBASSADORS BE IN JAPAN:

The two students selected will visit Toyonaka, Japan, for 2 weeks during the month of July 2013. Each student will live with host families while in Toyonaka and they will be treated as family members. There will always be someone with the students who speaks English. Prior to their departure to Toyonaka, the San Mateo student ambassadors will have a basic orientation on traveling to Japan and a review of the activities that they will be expected to participate in while in Toyonaka.

RESPONSIBILITIES OF THE STUDENT AMBASSADORS AND THEIR FAMILIES:

1. The student ambassadors will be responsible for representing the City of San Mateo and its youth for one year following their selection. During this time, they will attend public appearances and speaking engagements. All scheduling is to be done only by officials within the City of San Mateo, City of Toyonaka, Japan, and/or the San Mateo Sister City Association.
2. Students and their parents/guardians must become active members of the association and they must agree to be a host family for a one-week period for three (3) consecutive years if they travel to Japan, and one (1) year if they are an ambassador that stays in San Mateo.
3. Each student ambassador traveling to Japan will be required to have a valid Passport that allows entry into Japan along with health and travel insurance; the association does not pay for health or travel insurance.
4. As part of the San Mateo Ambassador scholarship, the San Mateo Sister City Association will provide air travel to and from Japan. The host families in Toyonaka and the City of Toyonaka will provide room and board; however, students must provide their own spending money.
5. While in Toyonaka, students will be expected to participate in cultural events as well as to be open to learning different Japanese customs and traditions. Ambassadors should also be prepared to make public appearances while in Japan.
6. As part of this cultural exchange, students should understand that all food consumed will be Japanese and that they should not place a hardship on their host families regarding special food arrangements, such as frequently requesting McDonalds or asking for food that is not being served by the host family. Exceptions will be made for documented allergies to certain foods.

7. Students should wear clothing appropriate to the region and occasion with attention given to the position of ambassador.
8. As representatives of San Mateo, the student ambassadors will conduct themselves in an utmost respectful manner at all times.
9. Students are also responsible for assisting in recruiting ambassadors for the following year and assisting with fund raising events sponsored by the San Mateo Sister City Association.
10. The parents/guardians of the student ambassadors will be asked to assist with planning and implementing events sponsored by the San Mateo Sister City Association, including events for the Toyonaka ambassadors.

RESPONSIBILITY OF THE HOST AMBASSADOR

The host ambassador remains in San Mateo to be part of the organizing committee planning the program for the Toyonaka students visiting San Mateo. This includes participating in San Mateo City functions affiliated with the San Mateo Sister City Association.

DISCLAIMER:

The San Mateo-Toyonaka Sister City Association Affiliation, Inc. and cooperating travel agencies act only in the capacity of agents in matters of air transportation, and their liability is limited to the terms of the flight ticket. The Cities of San Mateo and Toyonaka are not responsible for any delays, inconvenience, accidents, expenses, or mishaps of any kind whatsoever resulting in part or entirely from the negligence of others, or from causes beyond our control.

IMPORTANT DATES TO REMEMBER:

- Applications available: August 1, 2012
- Applications due: ***Friday, September 14, 2012*** (mail in or hand deliver to the San Mateo City Clerk Administrative Office)
- Interview and selection of ambassadors: Interviews: Evenings of September 18-20, 2012
Announcement Dinner: Thursday, September 27, 2012 (Location TBD)

FOR MORE INFORMATION:

Should you or your parents have any questions about the program please feel free to call San Mateo City Clerk Patrice Olds (650) 522-7049.

Thank you for your interest,

San Mateo-Toyonaka Sister City Association



STUDENT AMBASSADOR PROGRAM APPLICATION

PLEASE TYPE OR PRINT AND USE BLACK INK

NAME: _____

LAST
FIRST
MIDDLE

HOME PHONE NUMBER: (650) _____

STUDENT CELL NUMBER: () _____

STUDENT E-MAIL ADDRESS: _____

PARENT E-MAIL ADDRESS: _____

ADDRESS: _____
 San Mateo, California 9440__

LENGTH OF SAN MATEO RESIDENCY: _____

SEX: _____ AGE: _____ BIRTHDATE _____/_____/_____

HEIGHT: _____ FAVORITE COLOR: _____ SHOE SIZE: _____

HIGH SCHOOL: _____

CITY: _____

GPA: _____ YEAR OR DATE OF GRADUATION: _____

NAME OF COLLEGE	DATES ATTENDED	MAJOR	GPA

PRESENT PART-TIME JOB: _____

ADDRESS: _____

SUPERVISOR: _____

DO YOU HAVE A PASSPORT? _____ PASSPORT # _____

DO YOU GET AIR, TRAIN OR CAR SICKNESS? _____

ARE YOU USING ANY MEDICATION? _____

DO YOU HAVE ANY HEALTH CONCERNS, including allergies to certain foods? _____

IF YES, PLEASE EXPLAIN: _____

STUDENT BIOGRAPHICAL DATA AND INTERESTS

LANGUAGES OTHER THAN ENGLISH THAT YOU CAN SPEAK, READ OR WRITE:

HOBBIES: _____

SPECIAL TALENTS OR ABILITIES: _____

HONORS: _____

CLUBS AND ORGANIZATIONS AND YEARS INVOLVED: _____

YOUR EDUCATIONAL GOALS AND PROFESSIONAL
OR VOCATIONAL INTERESTS: _____

WHY ARE YOU INTERESTED IN TRAVELING TO TOYONAKA, JAPAN?

FAMILY DATA

WILL YOUR FAMILY HAVE ANY DIFFICULTY PROVIDING HOUSING FOR A STUDENT FROM TOYONAKA, JAPAN? _____

FATHER'S NAME: _____ OCCUPATION: _____

MOTHER'S NAME: _____ OCCUPATION: _____

NAME OF BROTHERS AND SISTERS WHO LIVE WITH YOU:

_____ AGE: _____

_____ AGE: _____

_____ AGE: _____

_____ AGE: _____

NAME OF OTHERS WHO LIVE AT THE SAME ADDRESS WHERE THE TOYONAKA AMBASSADOR WILL STAY:

_____ AGE: _____

_____ AGE: _____

SIGNATURE OF APPLICANT: _____ DATE: _____

SIGNATURE OF GUARDIAN: _____ DATE: _____

THE SIGNATURES ABOVE INDICATE THAT ALL INFORMATION ON THIS APPLICATION IS ACCURATE AND TRUE, AND THE STUDENT APPLICANT AND HIS/HER PARENTS OR GUARDIANS HAVE READ ALL OF THE INFORMATION ON THEIR RESPONSIBILITIES TO THE SAN MATEO-TOYONAKA STUDENT AMBASSADOR PROGRAM.

The application for the San Mateo-Toyonaka Student Ambassador Program is considered complete only if it includes the following:

- Completed application form with the signatures of student applicant and parent/guardian (sign on pages 6 & 7)
- School transcripts (unofficial transcripts will be accepted)



Sister City Affiliation Association
Post Office Box ???
San Mateo, California 9440?

SCHOLARSHIP CONDITIONS FORM

SCHOLARSHIP FOR SAN MATEO-TOYONAKA STUDENT AMBASSADORS

AMOUNT OF AWARDS:

- TWO \$200.00 for the San Mateo *Student Exchange Ambassadors*
- ONE \$150.00 for the *Host Ambassador*

TO BE ELIGIBLE FOR SCHOLARSHIP:

- CANDIDATES MUST COMPLETE THE APPLICATION FOR THE SAN MATEO-TOYONAKA SISTER CITY ASSOCIATION STUDENT AMBASSADOR PROGRAM
- BE 16 to 20 YEARS OF AGE AND A CURRENT RESIDENT OF SAN MATEO.
- ENROLLED IN HIGH SCHOOL, TRADE SCHOOL OR COLLEGE AS FULL-TIME STUDENTS, WITH A MINIMUM GPA OF 2.5
- SELECTED AS A SAN MATEO-TOYONAKA STUDENT AMBASSADOR

THE STUDENT APPLICANT AND HIS/HER GUARDIAN UNDERSTAND THAT IF THE STUDENT IS SELECTED AS AN AMBASSADOR, AND BY ACCEPTING THE AMBASSADOR SCHOLARSHIP, THE STUDENT'S FAMILY AGREES TO BECOME ACTIVE MEMBERS OF THE SISTER CITY ASSOCIATION AND PARTICIPATE IN THE ASSOCIATION'S PROGRAMS AS SPECIFIED IN THE APPLICATION INFORMATION, INCLUDING THE COMMITMENT TO HOST TOYONAKA STUDENT AMBASSADORS FOR THREE YEARS.

SIGNATURE OF STUDENT

DATE

SIGNATURE OF LEGAL GUARDIAN

DATE