International Student and Host Family Contact Report

Association for Teen-Age Diplomats

ATAD Volunteer: _____ Program: _____

Please use this form to record your contacts with your International Student, Host Family, and school. For each contact, no matter how brief, fill in the date and type of contact, and a brief explanation of the discussion. Contacts must be at least: 1) every 2 weeks for summer exchange students, 2) once a month for year/semester exchange students, and 3) quarterly with schools.

Note: If the contact is because of a problem, or may be a potential problem, also complete "Program Chair - Information Gathering Form" (ISF4).

Student's Name: _____ Host Parents' Names: _____

Siblings' Names: _____ Telephone Number: (____)_____

Address: _____ City: _____ State: _____ Zip: _____

School: _____ School Contact Person: _____ Telephone Number: (_____)_____

Date of Contact	**Type of Contact ***	**Who was Contacted**	**Brief Description of Discussion** (or attach additional sheets if necessary)

* Type of Contact: **M** = Met in Person **P** = Phone Call **E** = Email

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