

Student Exchange Program



Instructions for Completion of Application Forms

1. Please complete the application forms in full and forward to us via the class teacher.
You should make a copy to keep for your reference.
2. A recent photo, preferably a passport photo, must be attached to the application form.
Also, please email an electronic photo if possible.
3. In addition we require you to include in your application an essay, which will tell others about yourself.
Cover as many of the following points as possible, and anything else that you feel is important. This will be sent with your application forms to Germany, so consider carefully the contents as well as the presentation of your essay.
 - Describe how you see yourself, your personality, your interests and hobbies etc
 - Describe your relationships with members of your family, and with friends
 - Describe your responsibilities at home, at school and in your community
 - Briefly describe your home, neighbourhood and city
 - Describe your future goals and plans
 - What are your reasons for applying for this exchange ?
4. Please read the “Guidelines for Australian-German Student Exchange” carefully, sign and return one copy with your application. Keep a copy for your reference
5. Complete the Medical Information form and have the details confirmed by your doctor.
Return this with the application form.

Student’s Checklist

Have you :

- Completed all parts of the application form
- Included a colour photo with the application form
- Read and signed the “Guidelines for Exchange” form
- Written an essay about yourself
- Completed the two medical forms (these can be submitted later if delayed)