



Oregon 4-H Youth Development Program SUMMER OUTBOUND CHECKLIST For STATE COORDINATORS

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| <input type="checkbox"/> | <u>Outbound Participant Application</u> | <i>Application form for youth delegates interested in the summer program to abroad. Original application, signed by the State Coordinator should be accompanied by a picture of the applicant and a 1-page essay addressing why they would like to participate in the program. Mail back to State Coordinator.</i> |
| <input type="checkbox"/> | <u>Outbound Participant Interview Form</u> | <i>State Coordinator will conduct an interview with interested delegate(s) following guidelines on interview form. Interview report should be kept for state office records.</i> |
| <input type="checkbox"/> | <u>Code of Conduct</u> | <i>Delegates and their parent/guardian should read completely. Delegates will not be allowed to participate without a signed form, indicating they agree to adhere to all program rules & expectations. Return to State Coordinator.</i> |
| <input type="checkbox"/> | <u>Copy of Passport</u> | <i>A copy of the delegates signed passport should be supplied to State Coordinator.</i> |
| <input type="checkbox"/> | <u>Medical Form</u> | <i>The medical form should be completed by the delegate's physician and returned to State Coordinator.</i> |
| <input type="checkbox"/> | <u>Participant Insurance Agreement</u> | <i>Delegates should read the agreement carefully and sign if they accept the insurance coverage offered. Form should be returned to State Coordinator.</i> |
| <input type="checkbox"/> | <u>Medical Release Form</u> | <i>Parent/Guardian of the delegate will complete this form and return to State Coordinator.</i> |
| <input type="checkbox"/> | <u>Confidential Participant Reference</u> | <i>Delegates will give this form to 2 individuals to complete and mail back to the State Coordinator. Forms should be confidential.</i> |