

## SHORT-TERM (STEP) STUDENT NOMINATION FORM (2025-2026)

The Rotary Club of \_\_\_\_\_ nominates:

Name of Student \_\_\_\_\_

Student's Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Student's Home or Cell Telephone \_\_\_\_\_

Student's E-Mail Address \_\_\_\_\_

Name of High School Student Attends \_\_\_\_\_

Student's current GPA \_\_\_\_\_

Check one:

**Yes**, the sponsoring Rotary Club verifies that this student could be a LTEP

Candidate if the opportunity arises. The student and family would be interested in switching to LTEP in that situation. **Please note: This is NOT the same as a LTEP Alternate spot.**

**There is a separate form for that type of nomination.**

**No**, this student is for STEP only.

**The undersigned Club President understands that in order for a Club to nominate a student to the Rotary International District 5100 Short Term Youth Exchange program, this form needs to be completed and submitted.** This is a Family to Family exchange so the nominated student and their family are required to be an approved host family for their inbound exchange student partner.

STEP Candidates selected in 2024 will travel in the summer of 2025. Reciprocal STEP students will usually travel in the summer of 2025 unless it is a southern hemisphere country. This is usually a staggered exchange and the other student would travel here during their summer (November, December, January, and/or February).

The Club Youth Exchange Chairperson is responsible to assist the STEP Candidate with completing the official STEP Application, with all appropriate signatures affixed, up to the level of District involvement. The STEP Application is due October 31, 2024. The STEP application is online in the YEAH system. The candidate will be sent a link to the STEP application after the Application Seminar the first weekend of October. The family must complete the District host family approval process by February 1, 2025, at the latest.

**Please submit this signed nomination form and a \$450 check to the STEP Coordinator by September 30, 2024.**

**A \$450 CHECK FROM THE CLUB, PAYABLE TO:  
"Rotary D-5100 Youth Exchange"  
MUST ACCOMPANY THIS NOMINATION FORM**

The sponsoring Rotary Club usually requires the student to reimburse the Club for the application fee or asks the family to write the \$450 check. Should the student resign or otherwise be removed from the program prior to departure on an exchange but after the mandatory January orientation, the application fee will NOT be refunded to the Club.

Submitted by Club Youth Exchange Chairperson \_\_\_\_\_

Daytime Telephone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

2<sup>nd</sup> Club Contact: \_\_\_\_\_

Daytime Telephone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Signature of Club President \_\_\_\_\_

Please submit this completed form to:

**Tina Scheible**

**Rotary District 5100 STEP Coordinator**

**Address: 14888 SE Cedar Ave**

**Milwaukie, OR 97267**

**Mobile: 971.258.8839**

**Email: [tina.scheible@gmail.com](mailto:tina.scheible@gmail.com)**

If there are further questions regarding the STEP Candidate process, please contact Tina.