# Exchange & Matching Form

Istituto Tecnico Tecnologico Buonarroti, Trento
Keizer Karel College, Amstelveen
School year 2026–2027

*Please complete this form together with a parent or guardian. The information is used for participation, safety and matching with an exchange buddy.*

## 1. Student details

| | | | |
|---|---|---|---|
| **Full name (passport/ID)** | | **Date of birth** | |
| **Class** | | **Student mobile** | |
| **Student email** | | | |
| **Parent/guardian name** | | **Parent/guardian mobile** | |

## 2. Participation and agreements

By signing this form, the student and parent/guardian agree to the following conditions:

- This is a reciprocal exchange. The participating family will receive an exchange student at home and is responsible for the guest while they are staying with the family. If problems arise, the school supervisors must be contacted so that a suitable solution can be found.
- The school supervisors are responsible for the content of the programme and organised activities.
- The student is responsible for keeping up with missed schoolwork during preparation and the exchange weeks.
- Students follow the rules of the host family and the schools and make sure they get enough rest.
- Students may not possess or use alcohol or drugs. Smoking/vaping is not allowed during school activities.
- During free time in the city/area, students follow the arrangements made by the supervisors and do not go out alone.
- Damage at the host family, school or accommodation must be reported immediately. Any costs caused by the student may be charged to the student/parents.
- If serious rules are broken, the school may decide that a student must return home. Any additional return travel costs may be charged to the parents/guardians.
- Withdrawal from the exchange is only possible in exceptional circumstances and in consultation with the school supervisors.

**Photo/video permission for school communication:**

☐ YES, permission is given ☐ NO, permission is not given

## 3. Student profile – let's find your exchange buddy

*Tell us a little about yourself. There are no right or wrong answers — just be yourself, so we can make a good match.*

**1. Which three words describe you best?**

_____
_

**2. What do you really enjoy doing in your free time?**

_____
_

**3. What music, films, series, books or games do you like?**

_____
_

**4. What are you like when you meet new people?**
☐ Chatty straight away ☐ Friendly but quiet at first ☐ Quite shy ☐ It depends

**5. What kind of plans do you enjoy most?**
☐ Sporty or active ☐ Going out and exploring ☐ Relaxing at home ☐ A bit of everything

**6. Tell us one fun or surprising thing about you.**

_____

## 4. Your home, health and matching

*Please complete this section together with a parent or guardian. This information helps us make a safe and suitable match.*

**7. Who lives at home with you?**

_____

_____

**8. Do you have any pets?** ☐ No ☐ Yes If yes, what kind of pet(s)? _____

**9. Does anyone smoke or vape inside your home?** ☐ No ☐ Yes ☐ Sometimes

**10. Is there anything important we should know about food, allergies, health, medication, religion or other needs?**

_____
_____

**11. Would you be okay with a buddy of a different gender?** ☐ Yes ☐ No ☐ I would like to discuss this

**12. Anything else you would like us to know for the matching?**

_____
_____

_____
_____

## 5. Confirmation and signatures

We have completed this form together. We confirm that the information provided is correct and that we agree to the participation conditions above.

| | |
|---|---|
| **Student signature** | **Parent/guardian signature** |
| _____ | _____ |
| **Date**: _____ | **Date**: _____ |
| Student name: _____ | Parent/guardian name: _____ |

***Privacy note:*** *The information in this form is intended only for organising the exchange, matching students and safeguarding participants. It should be handled confidentially and retained only as long as necessary for the exchange.*