



YOUTH CAMP

www.rotarystudent.se

Information for the
Latvian applicants to
Rotary Youth Camp

2024

Rotary Youth Exchange
in Sweden & Latvia

2023-09-24

1. ABOUT ROTARY AND THE FOUNDATION ROTARY YOUTH EXCHANGE

1.1 What is Rotary International?

Rotary International, which we simplify by just saying Rotary, was founded on February 23, 1905 in Chicago by Paul Harris, through the formation of the first Rotary club, Rotary One. Further clubs were formed and in 1910 a national organization was formed. Rotary came to Sweden in 1926 when the Stockholm Rotary Club was formed.

In Sweden, there are currently around 450 clubs with approximately 19,000 members, spread over ten districts. Worldwide, there are approximately 36,000 clubs with approximately 1.2 million members, spread over 518 districts. In 1976, the Rotary International Board of Directors adopted the following definition: *"Rotary is an organization of leading people in business and professional life united throughout the world, offering humanitarian service, encouraging high ethical standards in all professions, and helping to create goodwill and peace in the world."* The main motto is *"Service Above Self"*. For more information about Rotary, check out these websites, rotary.org or rotary.se.

1.2 Rotary Youth Exchange

Rotary Youth Exchange is open to everyone to apply for Rotary Youth Camp and the foundation's other youth activities. Your parents do not have to be members of a Rotary club.

Exchange activities within Rotary started as early as 1964, on a modest scale. Over the years, roughly 8,000 Swedish young people, and roughly the same number of foreigners, have participated in various forms of exchange between Sweden and other countries. In 1981, the Rotary Youth Exchange was established.

The foundation runs summer exchanges, camp activities, and a one-year exchange programs. The exchange activity is basically an exchange based on voluntary non-profit work between Rotary clubs in different countries. Administratively, however, it has been chosen to gather the clubs in different districts, with a district chairman (DC=District Chair) who is responsible for the district's youth activities.

In some districts and countries, including in Sweden, there are offices set up with employed staff who help with the administrative work. In Sweden, the office is called the RU office. Sweden is a multi-district that includes ten Rotary districts 2320–2410.

This means that the Swedish districts have agreed to work together to facilitate administration. The exchange programs are administered by the office, for example for insurance and visa issues. The responsibility for processing application documents is carried out by a specially appointed administrator.

However, the responsibility for interviewing applicants for camps and other exchanges, as well as for any preparations before the camp, lies at a club and district level.

The rotary club where you go will be the host club for you. We call the Swedish club a sponsor club.

2. WHAT IS A ROTARY CAMP?

2.1 General

Within Rotary, we believe it is important to invest in young people in order to achieve understanding of other cultures.

Therefore, Rotary clubs, one or more together, organize Rotary camps so that young people from different countries and cultures can meet and learn from each other. The purpose of the camps is to build friendships under peaceful conditions.

The camps are arranged by Rotary members. The members do this on a not-for-profit basis. The clubs and districted subsidize the camps with the help of fees and donations from, among other things, their members.

Rotary camps are usually arranged in European countries and last one to two weeks. We don't normally offer camps in the US or Canada. If you are interested in participating in a Rotary camp in a country other than Europe, contact the correspondent for Camps.

Most camps offer a program with a few different activities depending on what the location can offer. Often it is about sports, culture and history. Some camp organizers offer programs with a more specialized focus, such as sailing, music, hiking, horseback riding, cooking and art.

Normally, the camps are held during July and August.

The number of camps per year is between 60 to 80. The participants live in Rotary families, in hostels or schools, etc. Usually there are ten to fifteen participants in each camp, who come from different countries. Often there is a maximum of one participant from each country and if there are two, it is usually one boy and one girl. You will get the chance to get to know both the hosting country and a bit of the participants' countries and culture. The camp language is in most cases English, but in some cases, it will be the language of the country.

2.2 Summer camp

Invitations to summer camps are normally published during the period January to the end of March. At this point we have no information about the camps that will be arranged in 2024. A list of the camps being arranged will be published at rotarystudent.se. As soon as camp invitations arrive, you will be contacted based on your wishes in the application.

2.3 How do I get information about the camps?

You indicate your wishes and interests on the registration form.

That information is then the basis for the offers we send you.

There are ongoing applications for the camps. Many camps are fully booked long before the application deadline.

You must submit your registration as soon as possible and a complete application before March 15. You can apply late but there is a big risk that there will not be any available camp places left. Read more about the selection process under point 6.2 *Selection of candidates and camps*.

2.4 Who can apply to the camps?

Young people usually between the ages of 15 and 24 can apply, but the age limits vary from camp to camp. Some of Rotary's camps are also open to youths with special needs. You don't need to have any previous interactions with Rotary, but a Rotary club in your home or campus must approve your participation by meeting you and signing the application together with you and your family.

2.5. What is expected of the camp participants?

You must want to participate in a camp yourself, and not because someone else wants you to. It rarely turns out well then.

You are expected to actively participate in all camp activities, and act as an ambassador for Latvia, so that the other participants get to know you and Latvia, and that you yourself learn about the other countries represented at the camp.

The camp organizers have invested a lot of time and money in the camp and expect you to invest as well. Don't disappoint them.

The camps are aimed at young people who are and want to be outgoing. Young people who would like to connect with both peers and older young people from other countries and exchange experiences.

You need to have good English skills, and above all, you must feel quite confident speaking English. Regardless of which country the camp takes place in, you need to be able to communicate in English.

You must be in good health and be in good physical and mental condition, which you and your parents or guardian certify on the application form.

If you are a vegetarian, state this in the application documents. Note that it can be difficult to get as good vegetarian food at a camp as you are used to at home. If you are allergic to something, you must also state this in the application documents.

If you are under the age of 18, your parents or guardians must give written permission on the application form for you to attend a camp, certify that they cover the costs, that you are insured, and that they give permission for you to be treated medically if anything should happen to you abroad. If you are over 18, this is your own responsibility.

2.6 After the camp

When you get home, we'd like to know how your camp went. You must therefore write a mandatory travel report on one to two A4 pages. You send one copy to your sponsor club in Sweden and one copy to the RU office. The Rotary Club will probably also want you to come to one of their meetings and tell them about your camp and maybe show some pictures.

3. COSTS AND PAYMENT

3.1 Program fee

The program fee for applying to camp in 2024 is 1,500 SEK. It must be paid to our bankgiro account 754–2624 or Swish 123 628 33 94, at the same time as you submit the registration- and the application form. Enter name, address and that the payment refers to the camp in 2024.

When you want to register to participate in a camp, you must pay a registration fee in good time. It is non-refundable if you decline an offer for a camp. If the registration fee is not paid, your application will be rejected.

If Rotary Youth Exchange cannot offer you a camp at all, you will get a refund of 750 SEK.

You must send in a completed registration and application form to the Rotary Youth Exchange office in Sweden and pay the registration fee by March 15 at the latest. The sooner we receive the application, the greater the chance of getting a camp offer.

3.2 Camp cost

A rotary camp is subsidized by Rotary clubs/districts for the participants. Usually, a participation fee is paid by the applicant. It can be for particularly expensive camps, for example mountain hiking camps where you must hire a professional guide. The camp invitations state what the camp costs. The camp fee is paid by the applicant to the camp organizer after confirmation of participation.

3.3 Other costs

You must pay for the round trip and pocket money yourself.

4. INSURANCE

According to the rules of Rotary International, Rotary Youth Exchange has an obligation to ensure that the participants in the various programs are insured. Therefore, insurance is included in the registration fee. It is signed with CISI and is adapted to Rotary International's requirements. It's valid during the days of the camp, as well as for two days before the camp and two days after, so that you are insured during the trips to and from the camp.

However, the trips must be made during these two days, directly connected to the camp, if you go somewhere else after the camp, before you go home, our insurance is not valid for the trip to Latvia.

Organizers of some camps require participants to purchase additional insurance for the camp country. This usually happens when the camp has activities such as mountain climbing, glacier climbing and more. Such activities are regarded as high risk activities and is not covered by the insurance included in the registration fee. You will receive further information about the insurance and insurance card from us when you have been admitted to a camp.

For questions about the insurance, contact CISI medassist-usa@axa-assistance.us

5. RULES

As a camper in a Rotary program of a Rotary club and district, you must follow the rules in the application document. Individual districts or camp organizers may have rules that deviate slightly from these rules or have added additional rules such as applies in their district.

The same rules apply to foreign exchange students as for the Latvian ones. All applicants must accept and sign the rules Rotary sets as conditions, in the application.

The commitments and rules which you and your parents undertake to follow are printed in the application form.

These rules are set out of concern for the participants in Rotary's exchange program, that they should be secure to participate in our programs, and that you yourself will get as much as possible out of your time during an exchange.

6. APPLICATION PROCEDURE

6.1 Rotary Club approval

A Rotary club must sponsor your participation. This means they will meet you and assess whether you are suitable to participate in a Rotary camp. It must be done before you submit your application. Therefore, we suggest that you prepare and set up meeting with the president and contact person of a Rotary club and get the signature for the application at the same time. Firstly, you contact a Rotary club in your hometown. Alternatively, you contact a Rotary club in the place where you study. If you do not know of a Rotary club, you can contact the district chairman of the youth exchange where you live. See Appendix A:1

You must submit a fully completed registration form and application form to us and pay the registration fee no later than March 15.

6.2 Selection of candidates and camps

To have the best chance of getting a camp offer, fill out the registration form with at least five country choices and at least five areas of interest. Your choices form the basis of the invitations we send you. You have five days to respond to a camp invitation. If you say no to five offered camps, you will not receive any more offers. We are the ones who select who shall get an offer to a camps based on your selections on the registration form.

Please note that even if you receive an offer to participate in a camp, it may already be fully occupied or the camp organizer may reject your application for other reasons. Swedish Rotary mediates camp places and recommends participants to international camps, but it is the camp organizer who makes the final admission.

We make the selection of candidates for the various camps in the following order:

1. The applicant who has both paid the registration fee and submitted a complete application.
2. The applicant who was not accepted by the camp organizer abroad or by us in the previous year.
3. A applicant who applied during the current year, but who has not yet been accepted to any camp.
4. Older youths. We believe that younger people get their chance later.

When you are offered and accept a place, let us know immediately if you want to go, so we can quickly send your application abroad and your chances of being accepted by the camp organizer will increase.

It is the camp organizer abroad who makes the final selection for the camp. There is no guarantee that applicants will get an offer, but almost all applicants are usually offered a camp.

6.3 Admission and placement notice

Everyone who has applied for participation will be notified whether they have been accepted or not from the Rotary in Sweden. Notification of admission is given when notification from the camp organizer has been received, usually during May.

Once you have accepted to participate in an offered camp, your registration is binding. You cannot withdraw the camp because of, for example, a summer job. It sometimes happens that camps are canceled due to too few applicants. In that case we will try to offer another camp instead.

We will provide you with the first camp contact if you are accepted abroad. Then you and the camp organizer must communicate directly with each other. Contact the camp organizer directly if notification is delayed, via e-mail or phone. It is important that you a few weeks before you go, have received the phone number and address of the host family (if you will have a host family) as well as the camp schedule. If you have problems getting in touch with the camp organizer, contact us well in advance of your departure.

Regarding emails, consider that they do not always arrive. Therefore, it is important that you respond immediately when you receive e-mails from us and/or the camp organizer, for us to secure that you have received the information.

6.4 Before the trip

6.4.1 Travel to and from camp

You must book the trip to and from camp yourself. If you do not wish to use a separate travel agency, we recommend Tranås Travel Agency, phone number + 46 140-37 50 00, e-mail: info@tranas-resebyra.se

6.4.2 Sponsor Rotary Club in Latvia

Once you have received the acceptance letter from the camp organizer abroad, notify your sponsoring club that you have been accepted. Ask to get or buy a standar/banner (a piece of cloth – similar to a flag or pennant – that hangs from a horizontal pole, which in turn sits on a support pole) from your sponsoring club, which you then give to the camp organizer.

6.4.3 Rotary in Sweden and the Camp Organizer

Notify us and the camp organizer abroad of your arrival time, date and arrival airport and ask them to confirm that they will meet you. We also need to get the details of your return travel back home. Take the addresses and phone numbers you may need with you in your hand luggage.

It might be good for you to bring some gifts and Latvian souvenirs that you can give away. The people you will meet abroad, who organize the camp do it in their spare time, and they have spent a lot of time and money to organize the camp. Therefore, it is important that you show your appreciation.

6.4.4 Host family (if you have one)

Also inform your host family of your itinerary. Take the addresses and phone numbers you may need with you in your hand luggage.

6.4.5 Your family or relatives in Latvia

Print all e-mails you receive and leave a copy at your parents' or relatives' home. Leave contact information about the camp organizer, host family and camp schedule as well as insurance information with your parents/relatives so they can contact you during camp if needed.

6.4.6 Packing

If there is something you are wondering about, you should first ask the camp organizer.

6.4.7 Pocket money

Bring pocket money to camp if you want to buy souvenirs, snacks, etc.

6.4.8 Insurance

Bring a copy of the insurance policy to show the camp organizer if they ask. When you participate in a camp within the European Union, you must also bring the insurance card from the European Insurance.

6.5 Practical information

Rotary Youth Exchange office:
The Rotary Foundation's Youth Exchange
Phone: +46 8-644 74 10
Email: info@rotarystudent.se

Correspondent for camp operations is:
Gunilla Marklund, tel. 070 659 6893
Email: k.gun.mark@gmail.com
All documents must be sent to Gunilla Marklund.

If you move, notify us of your new address and phone number as well.

For a temporary change of address, for example during the summer, arrange for the mail to be forwarded.

7. GDPR – European Data Protection Directive (processing of personal data).

The information that all applicants submit in their applications is data recorded, so that we can handle them in a rational way. The only people who have access to the data are those who work with the youth exchange on our behalf, for example Rotary clubs, district chairmen and the insurance company. However, they only receive the information they need. We can also give your name and phone number to others who are applying at the same time, who will, for example, be going to the same place as you. Some applicants want to get in touch with others who previously participated in a summer exchange, and then we can also mediate that contact. If you do not want us to disclose your personal data, you must notify us. For the processing of your personal data, we refer to our personal data policy.

8. THE CERTIFICATION

As of January 1, 2007, Rotary International has introduced a standard, a so-called certification for the work with the youth exchange. Every Rotary district that wants to participate in youth activities has committed to work according to certain established rules, which Rotary has summarized in the code of conduct below.

Code of conduct for work with Youth Exchanges

Rotary International strives to create and maintain a safe environment for all youth who participate in Rotary activities. To the best of their ability, Rotarians, Rotarians' spouses and partners, and other volunteers must safeguard the children and young people with whom they come into contact and protect them from physical, sexual, and psychological abuse.

Adopted by the Board of Directors of Rotary International in November 2002

All persons who in any way work with youth exchanges within Rotary or participate in any exchange program as a host family, must certify in writing that they have read and understood the meaning of this code of conduct.

**Rotary Youth Exchange
Sweden & Latvia District
Chairmen (DC) 2023–2024**

DC 2410

Lars-Göte Löfdahl

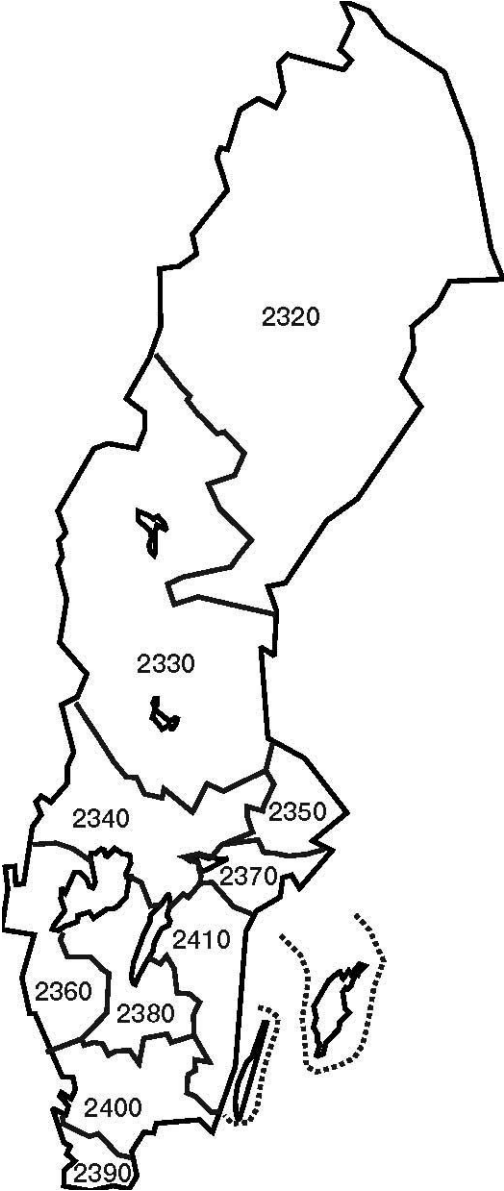
Kaggensgatan 37B, lgh 1102

392 48 KALMAR

Phone: +46 735-11 22 88

E-mail: rotary.lofdahl@gmail.com

Rotary International Districts in Sweden



INSTRUCTIONS FOR APPLICATION PROCEDURE FOR ROTARY'S CAMP PROGRAM

Please read these instructions carefully before filling in the application. If you are accepted into the camp program, this application will be sent to your host country. It will be your hosts' first impression of you. It is important that the first impression is a good one. Complete the application carefully, in English. Do your best to get the grammar and spelling correct. Try to make your application as neat as possible. The application documents are available on the Foundation Rotary Youth Exchange website rotarystudent.se. Download the application and fill it out on the computer. Handwritten applications are not accepted.

General instructions

The application documents

The application consists of 7 pages. Supplementary Page A and C do not apply when applying to a camp. The application documents must be fully legible. Use a computer. Answer all questions. Do not refer to but answer the questions directly on the application document in the designated place, except when otherwise stated. Make a draft first, so you see that all the answers fit. You must submit one (1) application with original signatures, and one (1) copy.

Signatures

All signatures on the original copy of the application must be original and handwritten by pen with BLUE ink. Applicant's signature is required in two places and parents/guardian's signature is required in one place. Once the entire original application is complete, make a copy in color.

Special instructions

Photographs

Original photographs, or color copies, must be attached to the original copy of the application. You need a passport-sized photo, no more than six months old. Ensure that you look happy and neat in the passport photo.

Abbreviations

YE - Youth Exchange

YEO – Youth Exchange Officer (district chairman for the youth exchange)

RU – Rotary Youth Exchange office/address

Miscellaneous

If you have questions about how to fill in the application document, contact the camp operations correspondent:

Gunilla Marklund

Phone number +46 70 659 6893

E-mail: k.gun.mark@gmail.com

How to fill out the application

You must fill in everything that is requested unless otherwise stated. Below, some clarifications are made, and things that should be skipped are indicated. If instructions or directions are given in Swedish, these apply before the English ones. If there are instructions in English only, follow them.

Page 1:

Information and instruction on how to fill out your application documents.

Page 2:

1 Applicant information.

Family Name/Legal Name, must be written exactly as it appears in your passport. Write your last name in CAPITAL letters.

Preferred name – state if you e.g., is called Sussie instead of Susanne.

The address must be the applicant's address.

Date & date of birth.

Date and date of birth must be written according to international standard, i.e., 22/Feb/1992, which may feel a little unusual. Months are written with letters, not numbers.

Phone number.

Write the country code and area code without a zero before all phone numbers, like this: +46 8 644 74 10.

2 Parent/Legal guardian information.

All parental information must be completed regardless of whether your parents are married or divorced. The information to be filled in refers to your biological parents, not to stepparents. Information on stepparents is only filled in if they have custody of you or if they have adopted you. Permission must be given by all parents or guardians. If a parent is deceased, you sign, for example: Father - "Deceased". If only one parent has custody, for example, write under Father - "Mother has sole custody"

Alternative emergency contact in home country.

Must be an adult other than parents or guardians who can be contacted if the former cannot be reached.

3. Personal background.

The questions must be answered completely honestly by you. Participation in summer exchange requires good health, both physically and mentally.

Page 3:

4. Languages.

Fill in your mother tongue as well as the languages you study and/or can speak.

5. Health Information.

The questions must be answered completely honestly by you. Participation in summer exchange camp requires good health, both physically and mentally. The insurance does not cover medical conditions known or treated by a doctor before departure.

If you cannot or do not want to eat a type of food, state this clearly. Describe on separate paper whether this restriction is based on medical advice, religious or personal reasons. As well as what you eat and don't eat.

Sending club and district endorsement.

You fill in these details in consultation with your Latvian host club. Please prepare by filling in information about: Sending Rotary Club, Name of Sending Club Youth Exchange Officer as well as addresses and telephone numbers before printing the application.

PLEASE NOTE that the full application must be filled in and all signatures made before you submit the application. Information about the Sending District must not be filled in by you.

Page 4-5:

Signature of you and parent or guardian.

Page 6:

Supplemental Information.

Answer all questions briefly, but not too briefly, in English. Write in your best possible English. Think about the impression you want to convey to the future host club and host family.

Page 7:

Guarantee Form.

Fill in the top part in consultation with your Latvian host club.

Do not fill in HOST DISTRICT and CLUB GUARANTEE, HOST DISTRICT or CLUB COUNSELOR or HOST FAMILY. Where applicable, that part is filled in by the receiving Rotary club abroad.

NOTE! Do not use staples and double-sided printing!

Questions?

If you have questions about how to complete this application, please contact the camp correspondent for Rotary Youth Camp:

Gunilla Marklund

Phone number + 46 70 659 6893

E-mail: k.gun.mark@gmail.com

When the registration form and the application (an original with attachments) are complete with all signatures, please send them via email to (as scanned PDF-file in color):

k.gun.mark@gmail.com

Do remember before sending all documents via regular mail, to scan and email all documents to: k.gun.mark@gmail.com.

Stiftelsen Rotarys Ungdomsutbyte i Sverige & Lettland
c/o Högberg
Hasselstigen 78
141 71 Segeltorp

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