

Host Interview Information

Placement Types	<ul style="list-style-type: none"> - Individual Placements Under 18s long term - Individual Placements Over 18s minimum 4 weeks with option to extend - Study Tours range from 1 week to 12+ week and can be either under 18 or over 18 - Boarding School Placements are under 18s for long weekend or School Holidays
Matching Process	<ul style="list-style-type: none"> - Students have paid before matching process starts - Preferences are matched with hosts as close as possible to Education Provider - Placement report emailed to host for approval - Once agreed, Host Profile is emailed to student/agent/school for confirmation
Arrival Plans	<ul style="list-style-type: none"> - Under 18s either collected by School representative or compulsory use of our Car Service - Over 18s may use Car Service or other plans - Plans must be confirmed in the system by hosts - Once student has arrived, this must also be confirmed through the AHN system before payments can take place - Study Tours may require pickup from Education Provider
Meal Packages	<ul style="list-style-type: none"> - Under 18's have to be given 3 meals a day. Over 18's have a choice between Complete, Traditional & Dinner Only. - You can find our Host Reimbursement prices on our website. - Please click on this link for further information: https://www.homestaynetwork.org/adelade-host-pricing/
Payments	<ul style="list-style-type: none"> - Payments are made on the first Wednesday after arrival and are paid fortnightly into Hosts nominated Bank Account - Depending on day of arrival, some nights in arrears and the rest in advance.
Invoicing	<ul style="list-style-type: none"> - Study Tours students have paid all fees before arrival - Individual students have paid 4 weeks before arrival - They are issued with second 4-week invoice and if wishing to extend will make payment to AHN - Payments always go through AHN - Student fees and Host Fees differ - Two weeks' notice is to be given by either host or student
Management of Placement	<ul style="list-style-type: none"> - Support for hosts and guests throughout the placement - 24-Hour Emergency contact number 1300 MY STAY (1300 69 7829) - Insurance - All administration
Orientation	<ul style="list-style-type: none"> - Show students the public transport route to their Education Provider - Swap Contact details - Student Guidelines - Assist the student with SIM card and bank account - Show them local area
Under 18 specifics	<ul style="list-style-type: none"> - All under 18-year old's will need curfew set in place - Depending on the Education Provider, some students may have a guardian appointed - Students cannot be left alone overnight - May need help paying their first invoice
Room Holding	<ul style="list-style-type: none"> - Students will pay half of their normal fees during Holiday period more than 7 nights. - Student will leave something behind and return to their placement after this period.