



# Group Study Exchange

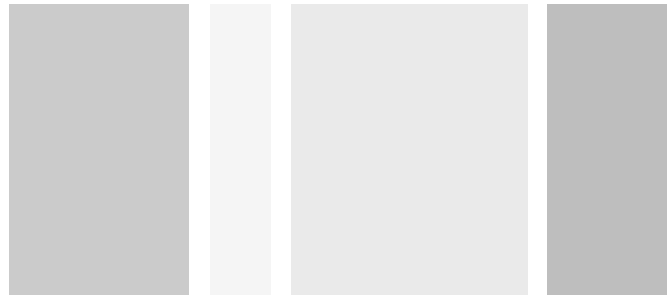
AN INTERNATIONAL EXCHANGE PROGRAM  
FOR YOUNG PROFESSIONALS

**TEAM HANDBOOK**

**40** YEARS   
CELEBRATING GROUP STUDY EXCHANGE  
1965-2005



This handbook is for Group Study Exchange team leaders, team members, and their alternates.



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# GSE Timeline

Below is a short timeline to aid you in successfully planning for your team's Group Study Exchange (GSE).



## June-July

District GSE chair receives team leader and team member applications, program guides, promotional materials, and alumni pins.

## At least six months before departure

GSE selection committee interviews team leader and team members and makes final selection.

## Two months before departure

Host itineraries must be submitted to GSE staff at The Rotary Foundation and to the visiting team.

Team member applications and Certification of Insurance and Medical Certificate must be submitted to district GSE chair, who submits them to the Foundation.

Travel Request Forms must be submitted by the GSE chair or team leader to the Rotary International Travel Service (RITS) or designated agency.

## Two months after return

GSE team final reports are due to the GSE chair, district governors, and GSE chairs of both the hosting and sending districts. The GSE chair or team leader must submit a copy to the Foundation.

**If all completed pre-departure documents are not received by the Foundation at least 45 days before departure, the GSE may be CANCELLED or POSTPONED.**

# Introduction

## What Is Group Study Exchange?

The Group Study Exchange (GSE) program is a unique cultural and vocational exchange opportunity for young business and professional men and women in their initial years of professional life. Rotary districts in different countries are paired to send and receive professional study groups of four to six non-Rotarian team members and one Rotarian team leader to travel for four to six weeks, staying in the homes of Rotarians when possible.

From its origin in 1965, this unique program has been a success. It has provided meaningful vocational, educational, and cultural experiences for professional men and women around the world. With good planning, a goal-driven itinerary, and active participation of dedicated Rotarians, a GSE can be an exceptional educational experience for both the visiting GSE team and local Rotarians.

## Goals and Objectives

The GSE program is designed to develop professional and leadership skills among young adults, so that they can address the needs of their communities and an increasingly global workplace.

GSE participants follow an extensive and rigorous program of international travel and team activities.

- **Vocational visits**
  - Provide opportunities to observe vocations as practiced in another country.
  - Impact team members' long-term careers through participation in an organized program of study, discussion, and reciprocal exchange of ideas in their respective fields.
- **Cultural experiences**
  - Allow participants to study another country and its people, language, and institutions through experiences in an organized and meaningful host program.
  - Promote an appreciation of cultural diversity worldwide.
- **Fellowship opportunities**
  - Encourage team members and hosts to meet, communicate, and live with each other in a spirit of fellowship and goodwill.
  - Consider each other's problems, aspirations, and community concerns.
  - Foster lasting friendships and international understanding.
- **Rotarian involvement**
  - GSE offers Rotarians specific, practical, and meaningful opportunities for international service by providing young, formative professionals a different perspective of their vocation in another country and culture.

### *Cross-cultural Learning*

*Maybe it was just learning how to accept people from another country for themselves — not expecting them to be like us; learning how to understand their struggles, their culture, and their triumphs instead of trying to change them. It could have been just meeting people from another nation and learning that people are basically the same despite the varied ideologies and political views. If this was done, then The Rotary Foundation accomplished its goal — international understanding.*

— GSE TEAM MEMBER FROM THE UNITED STATES UPON RETURNING FROM A STUDY TOUR IN NIGERIA

# The Team

## The Team Leader's Role

The team leader is the Rotarian who has been selected to:

- Build a team of individuals who will represent Rotary International and The Rotary Foundation with distinction and will gain personally and professionally from the GSE experience.
- Read the *GSE Program Guide for Rotarians* (165-EN) and become familiar with all policies and procedures related to GSE.
- Complete the *Biographical Data Form* (see page 11) and submit it to the district GSE chair at least three months before departure.
- Complete the following forms and submit them to the district GSE chair at least two months before departure:
  - *GSE Team Leader Application* (260-EN) with all appropriate signatures
  - *Certification of Insurance and Medical Certificate* (see page 13)

You must have insurance coverage of at least US\$50,000 or equivalent for medical care and hospitalization, \$10,000 or equivalent for emergency medical evacuation, and \$7,500 or equivalent for repatriation of remains. This insurance must be valid in the country(ies) in which the team will travel and study during participation in the GSE program, from the date of departure through the official end of the study tour.

  - *GSE Team Travel Request Form* in the *GSE Program Guide for Rotarians*

*Leadership is much more an art, a belief, a condition of the heart, than a set of things to do. The visible signs of artful leadership are expressed, ultimately, in its practice.*

— EXCERPT FROM  
LEADERSHIP IS AN  
ART BY MAX DEPREE

- With the GSE chair, determine who will be the main contact with the Rotary International Travel Service (RITS) or the appropriate affiliate agency for travel arrangements. Follow the travel guidelines described in the *GSE Program Guide for Rotarians*.
- Attend a minimum of 12 hours of pre-departure orientation.
- Keep in contact with the district GSE chair to maintain the latest information on the progress of the exchange.
- If you do not speak the host country's language with some fluency, plan to receive language instruction at least three months before departure. You must have a basic knowledge of the language to facilitate communication for the GSE team.
- Meet with the team on a regular basis before departure. Plan to:
  - Discuss the host district and country through Rotary networks and community resources.
  - Research the host country, invite guest speakers, or try foods from the host country.
  - Prepare and practice your presentations.
  - Educate team members about Rotary's mission and what the district is doing to achieve that mission in the community.
- Debrief team members before leaving the host district or within six weeks of the official end of the tour. Include this information in your final report.

- Write thank you letters to the host district governor and host GSE chair.
- Submit the completed *GSE Evaluation Form* (see page 15) to the Foundation within two months of return and send a copy to the district GSE chair.
- Submit the *GSE Final Report* (see page 17) to the district GSE chair within two months of return.
- Promote speaking engagements in your home district to share experiences, and involve the team in these presentations.
- Review the program itinerary and provide feedback to your team leader.
- Remain with your team at all times, except for scheduled free time.
- Attend all visits as scheduled.
- Write thank you letters to host families upon your return from the exchange.
- Submit the *GSE Evaluation Form* (see page 15) to the Foundation within two months of return and send a copy to the district GSE chair.

## The Team Member's Role

Team members have been chosen to represent Rotary International and The Rotary Foundation during the GSE. In selecting the GSE team, the sponsor district has recognized each team member's ability to gain from an international experience and to be an effective international ambassador for Rotary. Following is a list of things that team members must do before, during, and after the exchange.

- Ensure that the district GSE chair has a copy of your complete *GSE Team Member Application* (161-EN) with appropriate club and district endorsements and signatures.
- Complete the *Biographical Data Form* (see page 11) and submit it to the district GSE chair at least three months before departure.
- Complete the *Certification of Insurance and Medical Certificate* (see page 13) and submit it to the district GSE chair at least two months before departure.
- Attend a minimum of 12 hours of pre-departure orientation.
- If you do not speak the host country's language with some fluency, plan to receive language instruction at least three months before departure. Consult with the district about Foundation-funded language training for the whole team.
- Prepare for visits with host families as described in "Preparation" on pages 7-8.

- Submit the *GSE Final Report* (see page 17) to the district GSE chair within two months of return.
- After your return, accept invitations to speaking engagements at a minimum of five Rotary clubs, other appropriate organizations such as schools and colleges, and Rotary district conferences. Discuss what you have learned from the exchange.

### Additional required items:

- Passport — your most important means of identification abroad. If you do not have a current passport, apply immediately to obtain one in your country.
- Visas — permission from foreign governments for you to enter their countries. Consult the team leader and immediately start the process to obtain one in advance. Contact your host country's local consulate to ensure that you have all necessary documentation before sending in your application.
- Immunizations — normally required only for certain African, Asian, and Latin American countries. Check consular Web sites for details.
- Money — cash, traveler's checks, credit cards, and ATM cards (optional)
- Club presentation materials (see "Preparation," page 7)
- Luggage — as little as possible
- Transportation — arranged through Rotary International Travel Service (RITS).

## Strongly recommended

- Photocopies of important documents (passport, visa, plane ticket, prescriptions)
- Emergency contact information in the host country and of family members or friends at home
- Health precautions — prescriptions, spare glasses, sunscreen, toiletries, etc.
- Telephone card
- Foreign language dictionary
- Camera and film
- Travel itinerary and information on the families you will be staying with
- Business cards, banners, team brochure, small host gifts, gift from your district governor to the host district governor (see “Preparation,” page 7)

## Finances

For each team member, The Rotary Foundation provides the most economical round-trip ticket between the home and host country(ies). Local Rotarians in the host area provide for meals, lodging, and group travel in their district. You are responsible for all personal and incidental expenses incurred before, during, and after the study tour. Here are a few recommendations for planning your finances for the upcoming tour.

- Have sufficient personal funds to cover the following possible expenses:
  - Insurance coverage that meets the minimum level required by the Foundation
  - Visa, passport, and immunization expenses
  - Transportation to and from airports, and the common point of departure within the sponsor district

- Entry and exit taxes
- Excess baggage charges
- Cost of any additional travel after the study tour
- Any increase in airfare resulting from an avoidable delay in completing pre-departure arrangements
- Penalties resulting from changes in personal travel arrangements, including optional stopovers

- Obtain some foreign currency in advance.
- Learn the bank schedules in the country you are visiting, as they vary by country.
- You generally need a passport to cash traveler’s checks abroad.
- Bring a pocket calculator or exchange calculator to help you with the rates.
- Save all receipts of money changed. Many countries require you to show these receipts upon leaving (especially if you are converting foreign currency back to your home currency).
- Keep two records of your traveler’s checks’ numbers. Give one to a relative at home, and keep the other separate from the checks. Maintain accurate records of which traveler’s checks you cash and where.
- VISA and MasterCard are the most widely accepted credit cards. American Express offers the broadest range of services. Some credit cards offer travel insurance, shopping, and emergency cash services, but you will need detailed information on how to use these services while abroad.
- Clean out your wallet. Leave unnecessary credit cards and social security cards at home.

# The Exchange

## Preparation

To prepare for your exchange and the activities that you will be involved in when you arrive in the host country, consider the following:

### Team presentations

- The GSE team will attend several Rotary club meetings and in some cases, the district conference. You will be expected to make a two- to three-minute presentation about yourself in the language of the host country. Many teams also show slides or sing songs as part of their programs.
  - Treat these presentations as professional events and plan to represent your country diplomatically and articulately.
  - Business cards with photos are helpful when making new acquaintances. Hosts will also appreciate the opportunity to see how your name is spelled and pronounced.
  - Ask the district GSE chair or team leader about the types of presentations expected and audiovisual equipment available.
  - Take pictures of your family, pets, home, place of employment, etc., to share with your hosts. Sharing pictures is a great way to break the ice.
  - Many GSE teams prepare a slide show or PowerPoint presentation to use as part of their program. It is also a good idea to write a script of the presentation and, if necessary, have it translated for your hosts.
  - If your team wishes to make a videotape to show in the host country, ask your hosts which VHS format they use (PAL or NTSC).
- Tape or CD recordings of your country's music are interesting items to share with your hosts. One GSE team put together a collection of popular music from its home country (the group performed five of the songs) and gave professionally reproduced copies as gifts.

### Gifts, dress, local customs

- Team members may want to consider taking gifts to their host families and host district officials. Gifts reflecting the country of origin have special meaning for recipients. Teams can contact local employers, businesses, banks, or chambers of commerce for appropriate donations.
- Learn useful and polite phrases such as “thank you,” “please,” and “may I” in your host country's language.
- Uniforms are optional but considered a good idea in some countries, because they ensure appropriate dress at all times. Some teams select two uniforms — one for formal occasions, the other for informal events. An informal uniform might consist of matching pants or skirts with shirts, blouses, or T-shirts indicating the home district or country. (Some sponsoring clubs and districts partially underwrite uniform costs.)
- Personal relationships between the genders vary widely from country to country. Team members should be aware of local customs and act according to the host area's accepted standards. For example, in some countries, casual dress is considered synonymous with permissiveness or promiscuity. You can avoid unpleasant confrontations by adapting to local customs.

*Individual commitment to a group effort — that is what makes a team work, a company work, a society work, a civilization work.*

— UNKNOWN

- If you feel uncomfortable or threatened in any situation, immediately ask for help from your team leader or a local Rotarian with whom you feel comfortable. If no one can offer immediate assistance, contact GSE staff at the Foundation.

### Health and well-being

- Make an appointment to see your doctor for an exam and required or recommended immunizations at least three months before departure. If you have a health condition that requires routine attention, prepare to deal with the condition overseas. Have your doctor complete the Medical Certificate (see page 13) that is required for your participation in GSE.
- Keep a journal about daily events, activities, and discussions. This document provides the district committee with a written account of your experiences and will help you prepare your final report.

The Rotary Foundation does not pay for items such as uniforms, business cards, or presentation materials, but the sponsor district or clubs might fund them. Contact the GSE chair for further information.

### Taking pictures

You are encouraged to take pictures during the tour. These pictures are not only a visual history of the exchange, but also present an excellent opportunity to feature you and your sponsor district in many Rotary Foundation publications and promotions. Here are a few tips for taking quality photos of GSE teams:

- Take pictures of team members in action (e.g., during club presentations, vocational visits, community activities, and family homestays).
- Try to include the Foundation or Rotary International logo in pictures, if appropriate.
- Use digital cameras when possible, so that you can send pictures electronically. (Note: Digital photos for Rotary publications must have a resolution of at least 2 megapixels or 300 dots per inch.)

## Cultural Awareness

As you prepare for your GSE, become informed about the cultural differences between your home and host countries. Because Rotary clubs reflect the cultures in which they exist, you may notice variations in their socio-economics, gender, and age; the formality or informality of Rotary meetings; and the level of interaction with GSE participants.

- If you become frustrated with your surroundings, consider that the problem might not be your hosts but your adjustment to them.
- Keep busy. Set goals for yourself and follow through with them.
- Maintain an open mind; refrain from being judgmental. People behave according to their own set of cultural norms.
- Be positive. Look for the best in every situation. Enjoy the diversity around you.

You can educate yourself by referencing some of the publications on cultural awareness listed on the next page. Consider research at a local library and speaking to people who are natives of or have spent time in the host country. Also, use guidebooks focusing on your own travel style and itinerary, and do background reading about the countries and people you will see.

## GSE is not a vacation

### THE RIGOROUS NATURE OF GSE

A GSE is between four and six weeks long, and is both physically and mentally demanding.

### SAMPLE FOUR-WEEK EXCHANGE

#### Vocational

Vocational visits = a minimum of 5 full days

#### Fellowship

Club presentations = 15-20

Club visits, social events = 2-3 formal events per week

District conference = 2-3 days

#### Cultural

Cultural and site tours = 3-4 hours per day

Interaction time with host families = 3-4 hours per day

#### Miscellaneous

Flight/jet-lag time = 2 days

Rest time = 2 half days per week (4 days)

Sleep time = 6 hours per night (if you are lucky)

**Total length of trip = 28 days**

## Resources

### Publications

Axtell, Roger E. *Do's and Taboos Around the World*. John Wiley & Sons, New York, 1993. ISBN 0471595284.

Axtell, Roger E. and Fornwald, Mike. *The Do's and Taboos of Body Language Around the World*. John Wiley & Sons, New York, 1997. ISBN 0471183423.

Axtell, Roger E. *Do's and Taboos of Hosting International Visitors*. John Wiley & Sons, New York, 1990. ISBN 0471515701.

Hess, J. Daniel. *The Whole World Guide to Culture Learning*. Intercultural Press, 1994. ISBN 1877864196.

Rabe, Monica. *Culture Shock! Successful Living Abroad: Living and Working Abroad*. Graphic Arts Center Publishing Company, 1997. ISBN 1558683046.

Summerfield, Ellen. *Survival Kit for Multicultural Living*. Intercultural Press, 1997. ISBN 1877864498.

Storti, Craig. *The Art of Crossing Cultures*. National Book Network, 2001. ISBN 1857882962.

Trickett, Edison J., Watts, Roderick J. and Birman, Dina. *Human Diversity: Perspectives on People in Context*. John Wiley & Sons, 1994. ISBN 078790029X.

David M. Kennedy Center for International Studies. *Citizen Diplomacy: Responding to Questions About America*. Brigham Young University, 1995. ISBN 0912575158.

### The Internet

#### Rotary International

[www.rotary.org](http://www.rotary.org)

To find GSE materials and forms, click on The Rotary Foundation, then Educational Programs, then Group Study Exchange, then Materials for Download.

#### Telephone dialing guide and access codes

[www.business.att.com/bt/dial\\_guide.jsp](http://www.business.att.com/bt/dial_guide.jsp)

#### The World Clock — Time Zones

[www.timeanddate.com/worldclock](http://www.timeanddate.com/worldclock)

#### CNN Interactive

[www.cnn.com](http://www.cnn.com)

#### Oanda Currency Converter

[www.oanda.com](http://www.oanda.com)

*The world is a book,  
and those who do  
not travel read only  
a page.*

— SAINT  
AUGUSTINE

### Translation Web Site

[www.worldlingo.com/wl/translate](http://www.worldlingo.com/wl/translate)

### World Embassy & Consulate Database

[www.tyzo.com/planning/embassies.html](http://www.tyzo.com/planning/embassies.html)

### The Centers for Disease Control and Prevention

[www.cdc.gov](http://www.cdc.gov)

### CIA World Factbook

[www.odci.gov/cia/publications/factbook](http://www.odci.gov/cia/publications/factbook)

## Post-Exchange Obligations

- **Final Report:** The Rotary Foundation requires a complete final report from all teams within two months upon returning home. Submit this report to the GSE chair using the Final Report form on page 17.

Attachments should include:

- Completed copies of *GSE Evaluation Form* (see page 15)
- Newstips reporting newsworthy stories and anecdotes (see *GSE Newstip* form on page 19)
- Photographs (preferably digital), CDs, and news clippings of the team's visit in the host district

Your district GSE chair should send copies of this report and the appropriate attachments to the governor of your district and partner district, as well as to the GSE coordinator at the Foundation.

- **Post-exchange speaking engagements:** Team members will be called upon to share what they have learned on the GSE with Rotary clubs, youth groups, schools, and other organizations. Many team members prepare slides, videos, or PowerPoint presentations to accompany their speeches.

*Choose the lightest suitcase possible, fill it with the least amount of clothing that your courage will allow, close your eyes and remove half of what you have packed, and then rapidly depart.*

— AGE-OLD ADVICE

## Alumni Opportunities

It is our hope that you will continue to share your experiences beyond those obligations you agreed to as part of your GSE award. One link to the Foundation will be through *REConnections*, the annual Foundation alumni newsletter (also available at [www.rotary.org/foundation/alumni/index.html](http://www.rotary.org/foundation/alumni/index.html)). *REConnections* features news and information about fellow alumni, Foundation alumni events, and general Rotary news. You will receive your first copy soon after completion of your GSE tour.

Please consider the following:

- Keep your sponsor district and the Foundation informed of your current address.
- If you move, please notify the Foundation's Alumni Relations Section and your sponsor district. Ask your sponsor Rotary club for the contact information of the club in your new location.
- Volunteer to participate in the selection and orientation of future GSE teams.
- Join the Foundation alumni association(s) in your area.
- Contact your local club to learn how you can join a community or World Community Service project.
- Stay in touch as your professional life develops; new opportunities for involvement with Rotary may arise.
- If you are invited to membership in a Rotary or Rotaract club, please give serious consideration to joining an exciting, worldwide network of fellowship and service.

# Biographical Data Form

**Note: This is not a *Team Member Application*. Please obtain a *Team Member Application* from the GSE chair of your sponsor district.**

*Please print or type.*

I am a GSE (*check one*)  Team leader  Team member

Applicant's  
photo

SPONSOR DISTRICT NUMBER

COUNTRY

FIRST NAME

LAST NAME

MIDDLE INITIAL

Male  Female Date of Birth \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DAY MONTH YEAR

VOCATION

YEARS IN VOCATION

TYPE OF INDUSTRY

TELEPHONE RESIDENCE

TELEPHONE BUSINESS

FAX

E-MAIL

NATIVE LANGUAGE

ADDITIONAL LANGUAGES

MARITAL STATUS (FOR HOST DISTRICT USE)

CHILDREN: HOW MANY?

NAMES AND AGES OF CHILDREN

Special accommodations \_\_\_\_\_  
\_\_\_\_\_

Special dietary or medical needs \_\_\_\_\_

My responsibilities at my job include \_\_\_\_\_  
\_\_\_\_\_

I would like to undertake the following vocational activities during the tour \_\_\_\_\_  
\_\_\_\_\_

I would prefer to be placed in the same homestay as a fellow team member.  Yes  No  No preference

## SUBMIT TO THE GSE CHAIR THREE MONTHS BEFORE DEPARTURE

The GSE chair should send copies of the team members' *Biographical Data* forms to the host district immediately.



## Certification of Insurance for GSE Team Members and Team Leader

Completion of this form is MANDATORY for travel ticket release. Please print or type.

I hereby certify that I have investigated actual costs of hospitalization/medical care in my host country and have obtained the following minimum required insurance coverage, valid in the country(ies) in which I will travel and study during my participation in the Group Study Exchange program, from the date of my departure through the date of my return home.

**US\$50,000 or equivalent for basic major medical expenses, including accident and illness expense, hospitalization, and related benefits**

NAME OF COMPANY ISSUING MEDICAL CARE, HOSPITALIZATION, AND EMERGENCY MEDICAL EVACUATION COVERAGE AND POLICY NUMBER

**US\$10,000 or equivalent for emergency medical evacuation**

NAME OF COMPANY ISSUING MEDICAL CARE, HOSPITALIZATION, AND EMERGENCY MEDICAL EVACUATION COVERAGE AND POLICY NUMBER

**US\$7,500 or equivalent for repatriation of remains**

NAME OF COMPANY ISSUING REPATRIATION OF REMAINS COVERAGE AND POLICY NUMBER

I further certify that if my insurance coverage was already in effect and/or was obtained locally, I have examined this coverage and confirm that my policy provides the required minimum coverage for medical care, hospitalization, emergency medical evacuation, and repatriation of remains. It is valid in the country(ies) in which I will travel and study during my participation in the Group Study Exchange program.

Please indicate below the inclusive period this insurance will be in effect. The insurance coverage must be from the date of departure through the date of your return home.

FROM: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ TO: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
DAY MONTH YEAR DAY MONTH YEAR

NAME OF GSE PARTICIPANT (PLEASE PRINT)

DISTRICT

SIGNATURE OF GSE PARTICIPANT

DATE

## Medical Certificate for GSE Team Members and Team Leader

Date: \_\_\_\_\_

I have this day examined \_\_\_\_\_  
NAME OF GSE PARTICIPANT (PLEASE PRINT)

and found him/her to be in good health and enjoying full working capacity. He/She is physically and mentally able to carry on an intensive program of study and travel away from home.

NAME OF EXAMINING PHYSICIAN (PLEASE PRINT)

ADDRESS

CITY, STATE/PROVINCE

COUNTRY

SIGNATURE OF EXAMINING PHYSICIAN

### **DUE TO GSE CHAIR TWO MONTHS BEFORE DEPARTURE**

Detach and return this form to the district GSE chair.

GSE chair should send copies of this form and *Team Member* and *Leader Applications* for the entire team to GSE staff.

Please send predeparture documents for the entire team together.



# GSE Evaluation Form

To be submitted with GSE Final Report to your GSE chair.

*Please print or type.*

I was a (*check one*)  Team leader  Team member

NAME

EXCHANGE YEAR

PERMANENT ADDRESS

CITY, STATE/PROVINCE

POSTAL CODE

COUNTRY

FAX

E-MAIL

SPONSOR DISTRICT AND COUNTRY

HOST DISTRICT AND COUNTRY

Please use the following scale to evaluate the items listed below. For each item, choose the rating value that best agrees with your opinion. Write that number in the space provided to the left. The Rotary Foundation will treat all information as confidential.

- 0 Does not apply.
- 1 Lowest possible rating
- 2 Low rating
- 3 Medium rating
- 4 High rating
- 5 Highest possible rating

## I. Please rate:

1. The guidance and cooperation you received from:
  - \_\_\_\_\_ a. Your sponsor GSE chair
  - \_\_\_\_\_ b. Your team leader (team members only)
  - \_\_\_\_\_ c. Your host GSE chair
  - \_\_\_\_\_ d. Your GSE coordinator at RI World Headquarters (team leaders only)
  - \_\_\_\_\_ e. GSE materials and literature
2. The effectiveness of your orientation before the study tour on:
  - \_\_\_\_\_ a. Life and culture in the host country
  - \_\_\_\_\_ b. The goals and objectives of Rotary

- \_\_\_\_\_ c. The goals and objectives of the GSE program
  - \_\_\_\_\_ d. Your role/mission as a team member and ambassador of Rotary
  - \_\_\_\_\_ e. Rapport, teamwork, and group dynamics
- We did not receive an orientation.
3. \_\_\_\_\_ Host family experiences
  4. \_\_\_\_\_ Effectiveness of vocational days and experiences
  5. \_\_\_\_\_ Quality of service provided by Rotary International Travel Service (RITS) or affiliate (team leaders only)
  6. If the language of the host district was not your native language, how would you rate your ability to speak that language:
    - \_\_\_\_\_ a. Before the study tour or Foundation-funded language training, if applicable?
    - \_\_\_\_\_ b. After Foundation-funded language training, if applicable?
    - \_\_\_\_\_ c. During and after the study tour?
  7. \_\_\_\_\_ Your overall opinion of the GSE program

**II. Please list the approximate number of presentations you gave during and after the tour to:**

- 1. \_\_\_\_\_ Rotary clubs during tour
- 2. \_\_\_\_\_ Other groups during tour
- 3. \_\_\_\_\_ Rotary clubs after tour
- 4. \_\_\_\_\_ Other groups after tour

**III. Please check the appropriate response(s) below.**

- 1. How did you find out about the GSE program?
  - Employer
  - Rotarian
  - Former team member
  - Rotaractor
  - Other \_\_\_\_\_
- 2. Before being selected as a GSE team member, I was a(n):
  - Ambassadorial Scholar
  - Rotaractor
  - Foundation alumni
  - None of the above
- 3. Did you engage in at least five full days of vocational study during the study tour?
  - Yes  No
- 4. Did you attend a Rotary district conference in your host district during the study tour?
  - Yes  No
- 5. Did you attend a Rotary district conference in your sponsor district before or after the exchange?
  - Yes  No
- 6. Did you travel on your own after the exchange?
  - Yes  No
  - If "Yes," for how long?
    - Less than one week
    - 1-2 weeks
    - More than 2 weeks
- 7. If asked, would you be interested in becoming a Rotarian or Rotaractor?
  - Yes  No
- 8. Did the GSE program meet your expectations?
  - Yes  No

- 9. Do you foresee the GSE experience having a significant impact on your personal and professional life?
  - Yes  No

**IV. Comments (please attach an additional page, if needed)**

- 1. Can you suggest ways to enhance the GSE program's effectiveness?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 2. What suggestions do you have for future GSE team members?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

**Return this form to The Rotary Foundation and forward an additional copy to your GSE chair.**

The Rotary Foundation  
Group Study Exchange Department  
One Rotary Center  
1560 Sherman Avenue  
Evanston, IL 60201-3698 USA

**SUBMIT TO THE ROTARY FOUNDATION TWO MONTHS AFTER RETURN**

# GSE Final Report

Also available for download at [www.rotary.org](http://www.rotary.org)

*Please print or type.*

I was a (*check one*)  Team leader  Team member

NAME		EXCHANGE YEAR
PERMANENT ADDRESS		
CITY, STATE/PROVINCE	POSTAL CODE	COUNTRY
FAX	E-MAIL	
SPONSOR DISTRICT AND COUNTRY		HOST DISTRICT AND COUNTRY

Please answer the questions below. If more space is necessary, please attach additional pages to this form. Send copies of this report to the GSE chair of the sponsor district.

What were your reasons for participating in a GSE? Did this exchange meet your expectations?

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How did the materials or training that you received from the Foundation and your sponsor district prepare you for the exchange? What specific suggestions do you have for improving the orientation process?

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How has your experience changed your outlook on your host country and sponsor country? What professional experience did you gain from the exchange? What was the most important aspect of the exchange?

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Give specific examples of activities that you and your team participated in during the exchange.

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What advice or information would you give future GSE participants?

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How will you continue to stay involved in Rotary? If invited, would you become a member of a Rotary or Rotaract club?

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**SUBMIT TO GSE CHAIR TWO MONTHS AFTER RETURN**

# GSE Newstip

Please share your Group Study Exchange stories, articles, and photos.

Send to: The Rotary Foundation, Group Study Exchange Department, One Rotary Center, 1560 Sherman Avenue, Evanston, IL 60201-3698 USA

Where it happened or will happen \_\_\_\_\_

When it happened or will happen \_\_\_\_\_

Person(s) who can tell us more:

NAME (PERSON COMPLETING THIS FORM)

ADDRESS

CITY, STATE/PROVINCE

POSTAL CODE

COUNTRY

TELEPHONE

FAX

E-MAIL

NAME

ADDRESS

CITY, STATE/PROVINCE

POSTAL CODE

COUNTRY

TELEPHONE

FAX

E-MAIL

From correspondence, telephone call, or personal conversation, I have learned about the following Rotary event, anecdote, or interesting Rotarian or Foundation alumnus. I think a news article or feature story could be written about it. I understand that my newstip will be duplicated and shared with others in the Public Information and Communications divisions as appropriate.

## Description of what happened or will happen:

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## How this event is of interest to Rotarians and others:

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*Please attach relevant correspondence, clippings, or photos, if available.*







The Rotary Foundation  
of Rotary International  
One Rotary Center  
1560 Sherman Avenue  
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Telephone: 847-866-3000  
Fax: 847-866-0934  
[www.rotary.org](http://www.rotary.org)