States' 4-H Outbound Programs
Application Instructions

Thank you for your interest in international exchange and for applying for a 2022 Outbound Program! The following document will provide you with step-by-step instructions on using the online application system.

Outbound Programs Application Link
To acccess the online application, please use the following link:

2022 Application Link: **https://smr.to/p71518**

Eligibilty & Account Creation
Upon clicking on the application link, you will be taken to an application overview page that provides a brief description of the currently offered Outbound Programs, eligibility requirements, and an ability to "preview" the online application. Click the "Apply" button in the bottom left-hand corner of the screen to begin the application and create your account.

Important Note: Please note that while our national application deadline is January 15, each state may set their own earlier deadline. Please contact your State Coordinator for this state-specific information.

2022 States' 4-H Outbound Program Application

Deadline: January 15 2022 at 11:59 PM PST (Midnight)

> DESCRIPTION

States' 4-H Outbound Programs provides opportunities for international exchange and cultural immersion for 4-H aged youth in the United States. For Summer 2022, States' 4-H offers the following Outbound exchange opportunities:

Program	Dates	Age Range
Costa Rica	June 16 - July 15	15-18
Japan 4-Week	July 13 - August 11	12-18
Japan 8-Week	June 15 - August 11	12-18
Norway	June 22 - July 22	15-18
South Korea	July 20 - August 18	12-18
Taiwan	July 20 - August 18	12-18
Romania	June 23 - July 21	15-18
Argentina	June 29 - July 17	15-18

Please note that the January 15 application deadline is the national application deadline. **For your state's specific application deadline, payment schedule, age range, and program fee, please contact your State Coordinator.**

> REQUIREMENTS

To be eligible to apply for a States' 4-H Outbound Program, applicants must:

- Be 12-18 years old at the time of travel (*please note that some programs are 15-18 only, see above chart. Also, some states have separate age requirements -- contact your State Coordinator*)
- Be a lawful resident or citizen of the United States
- Reside in one of the following states: AK, AZ, FL, ID, IL, IA, KS, KY, MD, MI, MO, MT, NJ, NY, NC, OH, OR, SD, TX, VA, WA, WI

> PREVIEW

Preview

Apply

After selecting "Apply", you will be taken to a pre-screening eligibility page to ensure that you are eligible to apply for a States' 4-H program. You MUST be able to answer "yes" to all three questions:

Applicant Eligibility Questions

In order to be eligible to participate in a States' 4-H International Exchange Program, applicants must meet ALL the following criteria. Please contact States' 4-H (ob@states4h.org) if you have questions about these criteria.

Are you a citizen or legal resident of the United States? *

○ Yes
○ No

Are you between the ages of 12-18? *

○ Yes
○ No

Do you reside in one of the following states: AK, AZ, CO, FL, ID, IL, IA, KS, KY, MD, MI, MO, MT, NV, NJ, NY, OH, OK, OR, SD, TX, VA, WA, WI? *

○ Yes
○ No

[Submit]

After submitting your eligibilty questions, you will be prompted to create a *free* user account on Smarter Select. This will allow you to save your work in the online application, exit your browser, and return at a later date to complete your application:

Create New Account | Sign In

Create New Account

First Name *

Last Name *

Organization

Login Email *

Confirm Email

Preferred Language

English ▼

These are required fields. Please use an email address that you regularly check.

After creating your account on Smarter Select, you will receive an email confirmation that looks like this:
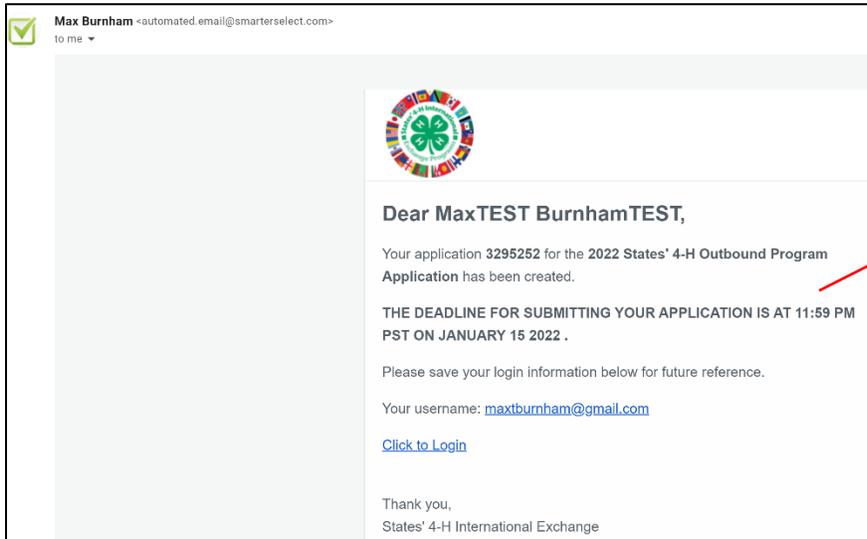
This is the national deadline. Your state may have an earlier internal deadline. Consult your State Coordinator.

You are now ready to begin your application!

Outbound Application Overview

The States' 4-H Outbound Application is split into the following sections:

A. Outbound Program Selection
B. Personal Information
C. Health & Allergy Information
D. Host Family Matching
E. Additional Information
F. Long Responses
G. Supplemental Documents

A: Outbound Program Selection

For Question #1, please indicate if you applied and were accepted to a States' 4-H Outbound Program in Summer 2020 or 2021. This will help us understand if you are a rollover delegate from the past two years, when our programs were suspended.

For the Outbound Program Selection, you will select your *top 4* choices for Outbound travel. Please ONLY select countries that you are willing to travel to – in other words, if you only are interested in traveling to two Outbound countries, please only select those two countries. In this example, you would just select "none" for your third and fourth choice.

If you are interested in traveling to Japan, States' 4-H partners with two different youth organizations in Japan. Please make sure to select either Labo, LEX, or no preference. If you did not rank a Japan program, select "I did not choose a Japan Program."

IF you chose a Japan Program, please indicate the the hosting organization that you prefer:
Note: For the 8-Week Program, Labo is the *only* hosting organization for the Nihongo language component. *

○ I did not choose a Japan Program

○ Labo

○ LEX

◉ No Preference

IF you selected a Japan program as a travel option, you MUST answer this question

B: Personal Information

Please complete all questions in the Personal Information section. It is vital that States' 4-H has correct contact information for applicants, their parents/guardians, and an emergency contact. Please ensure that you are inputting your name *exactly* as it is listed in your passport.

C. Health & Allergy Information

Although the full Medical Form is not due to States' 4-H until March 15, we ask all applicants to provide preliminary medical information as part of their application. A sample allergy description is provided below:

For EACH Allergy, please list the following information in the text box below:

1. Type of Allergy

2. Severity of Allergy (1 mild -- 5 severe)

3. Allergic Reaction(s)

4. Medication (name and doseage)

5. Any Additional Info

Note: If you do not have any allergies, please just type "N/A" in the box below. *
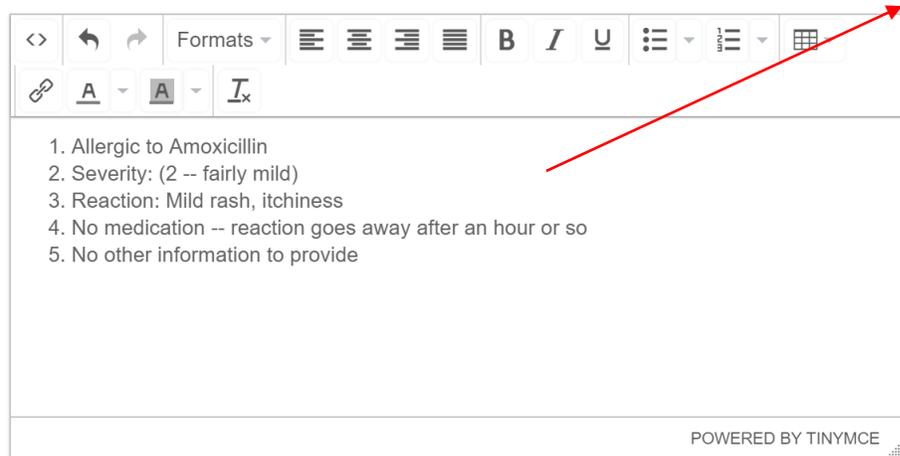
Sample description of allergy to amoxicillin. If you have multiple allergies, please list all in this field.

1. Allergic to Amoxicillin
2. Severity: (2 -- fairly mild)
3. Reaction: Mild rash, itchiness
4. No medication -- reaction goes away after an hour or so
5. No other information to provide

POWERED BY TINYMCE

Please attach an additional page with more allergy information, if necessary.
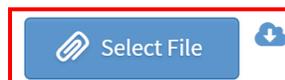
Maximum File Size: 5MB

Please note that there is ONE box to fill out all allergy information. If you have multiple allergies, you must add them all to this box – you can title them "Allergy 1, Allergy 2, etc…" If you feel like the text box is large enough to provide all necessary information, you can always attach an additional file with more information.

There is a similar section for health concerns directly below the allergy section. The same procedure as listed above applies to the health concerns section.

D: Host Family Matching

In this section, you will indicate your host family preferences and whether or not you are applying to be placed with a specific host family. Please note that States' 4-H cannot guarantee that your preferred host family will be available during the exchange, but we will do our best to place you with that family.

The Argentina Exchange Program does *not* have a host family component, so these questions will not apply to that program. However, because most applicants will also rank other exchange programs in their applications, it is requested that ALL applicants compete the host family information questions.

E: Additional Information
This sections contains additional questions relating to your travel experience, airport preferences, hosting experience, and foreign language knowledge. Please note that is *not* required to have any foreign language knowledge or travel experience prior to participation on a States' 4-H Outbound Exchange Program.

F: Long Responses
In this section, you will complete the required essays, short-answer questions, and letter to your host family. It is recommended to first type your answers in a separate word document, and then copy/paste them into the application.

TIP: Remember that you can save/exit your application and re-log in if you don't want to finish all the questions at one time!

G: Supplemental Documents
In this section, you will provide photos of yourself and your family, upload a photo of your passport (if you have one), and add any supplemental documents that your state requires.

Photo Uploads
We ask that you please submit three photos of yourself and your family, including one headshot. You can combine these into one document and submit, OR upload three separate files:

Reference Forms: You are responsible for providing **TWO** separate references as part of your compete application package for the States' 4-H Outbound Program. You can access the reference form in the "Supplemental Documents" section. The form is available as both a PDF and Word document.

Reference Forms

Reference Form Instructions: Please send the attached reference form file to TWO different individuals. They will then complete the form and send it back to your State Coordinator. 4-H Members are required to name at least one 4-H Staff Member and one school representative. Non 4-H members must name one school representative and one other adult non-family member.

Reference Form PDF
Reference Form Word Doc

Reference #1 Name: *

Reference #1 Email: *

Reference #1 Relation to Applicant: *

Reference #2 Name: *

Reference #2 Email: *

Reference #2 Relation to Applicant: *

Please read the reference form directions carefully. You will download the reference form and send it *directly* to your two references. The references will complete the form and then email it to your State Coordinator. You do *not* upload the completed reference form as part of your online application.

Signature Page
This is the **most important** part of the online application. In order to submit your application, you must complete the following steps:

#1: Carefully read the attached Terms and Conditions document (linked in online application).

#2: Upload a signed copy of the Comprehensive Release Form (linked in online application). The comprehensive release form MUST be signed by both the applicant and their parents/guardians.

READ THIS

Signature Page

Please review the States' 4-H Terms and Conditions (linked here). By signing the comprehensive release form below and submitting this application, you are agreeing to abide by the States' 4-H Terms and Conditions.

Please upload a signed copy of the Comprehensive Release Form. Please note that this form MUST be signed by both the applicant AND their parents/guardians for the application to be considered complete.

Comprehensive Release Form PDF *

📎 Select File ☁

Maximum File Size: 5MB

No file attached

Download and sign this, then upload signed copy with the "select file" button

Submitting Your Application

You MUST click the "Submit" button at the bottom of the application in order to fully submit your online application.

Note: If you forgot to complete some *required* fields, an error message will pop up that looks like this:

2022 States' 4-H Outbound Program Application

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> ⚠ There are errors preventing this application from being submitted.
> Pages containing errors are highlighted on the right in red.

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The missing fields that you must complete will be highlighted in **red.** Please complete these fields and then resubmit your application. A successful application submission will look like this:

✓

Success!

Thank you for submitting an application for the States' 4-H 2022 Outbound Programs. Additional follow-up information will be provided by your State Coordinator.

Your application is now locked, and you will not be able to make any more changes.

Save Your App

Congratulations on submitting your States' 4-H Outbound Application! Following submission, any additional follow-up information and/or requests for clarification will be communicated via your State Coordinator.

After submission, you can access your application by logging on to Smarter Select and selecting your application linked in blue (shown below). Once you submit, you will not be able to edit your application, but you can download and save a copy.

My Applications

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Program	Status	Deadline	App ID	Last Modified
2022 States' 4-H Outbound Program Application	Submitted	01/15/2022	3295252	Aug 11 2021 09:50