

F.A.Q.

***What is the housing deposit:** Host families receive a \$100.00 check for every new student placed in your home. It should arrive about the same time as your student. It is collected from students prior to being placed with a host family. If your student cancels at the last minute, this is yours to keep.

***How much do I charge the student for the 1st month?** \$525.00 (The 100.00 deposit you received separately makes up the \$625.00 for the Shared living expense).

***What do I charge the following months?** \$625.00

***What if my student says they or the agent paid the school their money?** Believe them! Call us to verify this is correct, then have your student come to the office to request their refund check.

***What paperwork do I need to turn in to be paid the \$100.00 Airport Greeter fee?**

Client Services Agreement, W-9 & The Airport Greeter Invoice (signed by your student)

***When is the paperwork deadline?** 2 weeks after arrival or you may turn it into the GRCC staff at the airport.

***What extras can I charge my students for?** Nothing

***What if my student has a friend that wants to move in with us?** Contact the Housing Office. At no time should a student move into your home without our knowledge.

***What do I do when my student moves out?** Fill out an "Exit Interview" on greenriver.edu/International/HostPost, scroll to Resources to inform us your student has moved.

***How do I get a new student?** Fill out an "Exit Interview" online to let us know of your availability. It is important we keep our records up to date. In addition, you may contact us via e-mail.

Who do I call if there is an EMERGENCY? 253-740-8422 (Cyndi Rapier)

Housing Staff email

Tjensen@greenriver.edu

Mshonka@greenriver.edu

Ncaldwell@greenriver.edu