Club Name	District	V-3

*Volunteer Certification Record

Rotary Youth Exchange, District _____

(*Revised February 5, 2012 See SCRYE Website for latest version)

NOTE: In addition to criminal background and reference checks, the USA State Department requires that "all organizational officers, employees, representatives, agents, and volunteers must be adequately trained". Training for Local Coordinators must include: "Conflict resolution; procedures for handling and reporting emergency situations; awareness or knowledge of child safety standards; information on sexual conduct codes; procedures for handling and reporting allegations of sexual misconduct or any other allegations of abuse or neglect; and the criteria to be used to screen potential host families and exercise good judgment when identifying what constitutes suitable host family placements."

For each step, enter the last date on which the requirement was met

Notation: LC = Local Coordinator; RC = Rotary Counselor

Volunteer's Name	Check one	V-1 and Interview Done	CBC Done	References Checked	RYE Training Done	Pass DOS On-Line Exam (LC only)
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					
	☐ LC ☐ RC ☐ Other					