goAUPAIR®
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AU PAIR INTERVIEW CHECK LIST

When attending the interview, please bring with you the following documents.
All information must be written in English and typed or neatly handwritten on white paper only.

1. **Completed Application Form** – please use black ink and ensure that each line has been filled in completely, giving as much information as possible. Please do not leave any part of it blank – if you are still at school, please indicate it on the form. For "Zip" put your post code.
2. **Photographs** 8 smiling passport-sized photographs (with your name on the back). Also a selection of photographs of yourself (named) with your family and with the children you have looked after – attractively displayed with heading and approximate dates. Please do not use card stock to display your photographs, as these have to be posted to the U.S.
3. **Copies of Diploma, School Certificates and First Aid Certificates** – if no certificates are available, please provide us with a letter from your school confirming your years of attendance.
4. Completed **Physician's Report** – it is essential that you keep a copy for yourself.
5. **Criminal Record Check** – to comply with U.S. Government regulations you must obtain a criminal record check from your country of origin. Please call your representative for details on how to obtain this.
6. A copy of your **Driver's License** – you must obtain an international driver's license prior to departure.
7. A copy of your **Passport** – showing the page with your name, date of birth and passport number. In the new red EC version this is the back page.
8. We require at least **two** non-family related **Childcare References** using the forms provided and at least **one** non-family related **Character Reference**. In addition, if you have experience within your own family, please document this on your application form and written references should be supplied. Any extra childcare references are always welcome. All references must show contact name and telephone numbers. References must be in English; If not, you should translate it and attach the translation to the original.
   Please note: many of our families have children under the age of two years. For placement with that age group USA government regulations require 200 hours of experience caring for children under two.
9. **"Dear Host Family" Letter** – a detailed 600 word personal letter to your prospective Host Family giving information about yourself, your family, childcare experience, work experience, hobbies and your reasons for going abroad. This letter should be on 2 – 4 sheets of A4 sized paper. Since a Host Family cannot meet you in person before acceptance, this is the most important means for them to get to know you and recognize the qualities you offer.
10. **Other Information** – anything that you feel would help support your application.

Please complete your application neatly and in full, as it will be circulated amongst our American Host Families.

Please note that once your application is submitted it becomes the property of goAUPAIR, so please keep your own copies of references and photographs.

Once you have completed all application and personal interview procedures, you papers will be forwarded on to our. Corporate Office. Your file will then be circulated to many families simultaneously where any who are interested in your application will telephone you directly.

It is essential that you telephone your local representative's office after every phone call so that full written details of each interested family can be forwarded to you.

To ensure that each family can be correctly identified, please obtain their surname, telephone number and location. We recommend that you prepare a few questions to help you in your choice of family, e.g. ask child-related questions such as what they like to do, what hobbies and pastimes they enjoy and how your day will be spent. Please inquire about the area they live in, its surroundings, the number and ages of their children, and as many questions as you would like to have answered. This is your chance to inform yourself about their particular position!! Your visa papers will then be issued and arrangements made for your travel.

Once you have chosen your American Host Family, you will be required to pay the $500 Completion Security Deposit and any Foreign Add-on Airfare. The Completion Security Deposit will be returned to you when you have successfully completed your one-year commitment, fulfilled the education and other program requirements and returned home.

U.S. Government regulations require that you complete 32 hours of Child Safety and Development Training. This must be completed prior to your joining your American Host Family. goAUPAIR will arrange this for you!!

We look forward to receiving your completed application and wish you a wonderful year in America.