

C.93.1930

LEAGUE OF NATIONS
INTERNATIONAL INSTITUTE OF INTELLECTUAL CO-OPERATION

MEMORANDUM

ON

THE ORGANISATION OF
EXCHANGES AND TUITION VISITS.

(Submitted by Miss May C. Hermes,
Secretary, Commission for Inter-
national Relations and Travel,
International Confederation of
Students).

NOVEMBER 1930.

3-25-1930

LEASURES OF FACTORIES
INTERNATIONAL INSTITUTE OF INDUSTRIAL CO-OPERATION

MEMORANDUM

TO

THE COMMISSIONER OF

INDUSTRIES AND COMMERCE

(Submitted by Miss Mary J. ...)
Department of Commerce and Labor
National Industrial Conference
International Institute of Industrial Co-operation
Washington, D.C.

RECEIVED 1930

MEMORANDUM ON THE ORGANISATION
OF
EXCHANGES AND TUITION VISITS.

NOTE: This memorandum has been written at a time when the organisation of Exchanges and Tuition Visits (au pair) is being thoroughly examined in the light of several years' experience, with a view to a revision of methods. It is therefore difficult to lay before the meeting of International Student Societies a complete plan for closer cooperation. The points here set down should be regarded as the basis for a discussion that will make a very substantial but by no means final contribution to this very difficult problem.

DEFINITION.

During the past ten years there has been a growing demand among students of many different countries for opportunity to reside abroad in a home where they can enjoy the benefits of family life. The value of this kind of a visit is that it gives the visitor the ideal means of learning a foreign language, and of gaining some real insight into the culture and conditions of life in the country visited.

There are three ways in which such a visit may be effected:

(a) The student visits as a paying guest. He or she lives in a home in a foreign country, is treated as a member of the family and pays for his or her board and lodging.

(b) The student visits as an exchange guest, that is, he or she lives in a foreign family as a member of the family, free of all expense and in return receives a member of that same foreign family on the same terms into his or her home, either simultaneously or consecutively. No money passes between the two families, and neither of the visitors has any obligations beyond those of an ordinary guest. Each pays his or her own travelling expenses.

(c) The student may visit as a tuition visitor or, as it is often called, 'au pair', that is, a student who is unable to offer a place in his own home makes arrangements to visit in a foreign family, receiving free board and lodging in return for some appropriate services rendered, as for instance language tuition, domestic help, care of children, etc. The visitor pays his or her own travelling expenses, unless some special arrangement is made whereby the foreign family makes a contribution to these expenses.

These exchanges and tuition visits (au pair) are in demand chiefly for the long summer vacation, and are very popular among students studying a foreign language. Since many of the Government educational and university authorities insist upon a minimum period of residence abroad for all students studying a foreign language, many students are forced to try and take advantage of the exchange and tuition visit scheme, since it is the cheapest and most satisfactory way.

MEMORANDUM ON THE ORGANIZATION
OF
VISITORS AND VISITING VISTAS

NOTE: This memorandum has been written at a time when the organization of visitors and visiting vistas is being discussed. It is intended to provide a basis for discussion and to suggest some points for consideration. It is not intended to be a final recommendation, but rather a starting point for discussion. The points discussed are: (1) the purpose of the organization, (2) the types of visitors and visiting vistas, (3) the methods of organization, and (4) the responsibilities of the organization.

DEFINITION

During the past few years there has been a growing demand among students of many different countries for opportunity to visit abroad in a home where they can enjoy the benefits of family life. The value of this kind of a visit is that it gives the visitor the ideal means of learning a foreign language, and of gaining some real insight into the culture and conditions of life in the country visited.

There are three ways in which such a visit may be effected:

(a) The student visits as a paying guest. He or she lives in a home in a foreign country, is treated as a member of the family and pays for his or her board and lodging.

(b) The student visits as an exchange visitor. This is, of course, in a foreign family as a member of the family. He or she lives in a foreign home and in return provides a member of that home with an opportunity to visit in his or her home. Some foreign families on the home side have this as part of their family arrangement of exchange visits. In many cases the two families, and neither of the visitors has any obligations toward each other as ordinary guests. Each pays his or her own traveling expenses.

(c) The student may visit as a visiting visitor on, as it is often called, "the gift." This is a student who is unable to offer a place in his own home as a return for a visit in a foreign family, receiving free board and lodging in return for some appropriate services rendered, or for financial assistance, or for other help, such as tuition, etc. The visitor pays his or her own traveling expenses, and makes some special arrangement to meet whereby the foreign family makes a contribution to these expenses.

These exchanges and visiting visits (as pairs) are in demand chiefly for the fact that they are very popular among students studying a foreign language. Since many of the Government educational and university authorities insist upon a minimum period of residence abroad for all students studying for the language, many students are forced to try and take advantage of the exchange and visiting visit system, since it is the cheapest and most satisfactory way.

THE DIFFICULTIES OF THE SCHEME.

The chief difficulty encountered at the moment is the overwhelming demand for places in the countries whose languages rank as world languages, namely, France, Germany and England. In a lesser degree there is demand for places in Italy and Spain also. The main problem is, therefore, to try and increase the supply of families to meet the demand for places in France, Germany and England. In the case of Germany, the adjustment could probably be made quite easily, for German families are eager to have foreign guests, but in the case of England and France it is different. English and French families do not seem to take readily to the idea of admitting foreigners to the intimate family circle for a period of several weeks. Lack of accommodation in houses is also an obstacle to many families.

ORGANISATION OF EXCHANGES AND TUITION VISITS (AU PAIR).

A very large number of associations and offices are dealing with the work on a large or a small scale. These associations may be roughly grouped as follows:

- (a) Educational authorities, that is, university bureaux and secondary school associations;
- (b) National groups of international student and other societies;
- (c) National student unions in membership with the C.I.E., which has made a special study of the subject;
- (d) Special committees set up for the promotion of exchanges between two particular countries, e.g., the Franco-Austrian committees in France and Austria.

Experience has shown that centralisation on the international scale of the work of organising these visits is not very satisfactory. It is definitely preferable that the exchange should be arranged as directly as possible, and with a minimum of interference from a third party, but centralisation, or at least very careful co-ordination on a national scale is essential. At the present time a certain number of good offers are being wasted through lack of effective co-ordination among the national groups within the different countries.

SOME SUGGESTIONS FOR CLOSER COOPERATION AND BETTER CO-ORDINATION.

There are four main stages in the work of arranging an exchange or tuition visit (au pair):

- i. The collecting of applications;
- ii. The following up of references and general enquiries about the applicant;
- iii. Finding families and ensuring through enquiries that they are suitable;
- iv. Making the connection between applicant and family.

THE DIFFICULTIES OF THE SCIENCE

The chief difficulty encountered at the moment is the over-estimation of the power of the scientific method in the social sciences. It is a common mistake to suppose that the scientific method can be applied to the study of human behavior in the same way as it is applied to the study of the natural world. In fact, the scientific method is a method of discovery, not a method of proof. It is a method of discovering the facts of human behavior, not a method of proving the truth of a theory. The scientific method is a method of discovery, not a method of proof. It is a method of discovering the facts of human behavior, not a method of proving the truth of a theory.

ORGANIZATION OF RESEARCHERS AND TUTORS VISITS (AU PAIR).

A very large number of associations and offices are dealing with the work on a large or a small scale. These associations may be roughly grouped as follows:

- (a) Educational authorities, that is, university, secondary and secondary school associations;
- (b) National groups of international student and other associations;
- (c) National student unions in membership with the C.I.E., which has made a special study of the subject;
- (d) Special committees set up for the promotion of exchange between two particular countries, e.g., the Franco-British committee in France and Britain.

Experience has shown that centralization on the international scale of the work of organizing these visits is not very satisfactory. It is definitely preferable that the exchange should be arranged as directly as possible, and with a minimum of interference from a third party, but centralization or at least very careful co-ordination on a national scale is essential. At the present time a certain number of good offices are being worked through lack of effective co-ordination among the national groups within the different countries.

FOUR SUGGESTIONS FOR CLOSER COOPERATION AND BETTER CO-ORDINATION.

There are four main stages in the work of arranging an exchange or tuition visit (see page 1):

- i. The collecting of applications;
- ii. The following up of references and general enquiries about the applicant;
- iii. Finding families and connecting through enquiries that they are suitable;
- iv. Making the connection between applicant and family.

International Student Societies and their national groups might consider helping the scheme in the following ways:

I. Collection of Applications.

All national groups are receiving applications, and many are passing them on or exchanging lists. In order to avoid delay and to ensure that the applicant is of a suitable type to take up residence abroad, there should be a standard application form in use by all. The meeting should agree upon the text of this form, and strongly recommend it to the use of their national groups. The most satisfactory form, which has yet been devised is that used by the C.I.E., which might be taken as the basis for discussion.

Experience has shown that it is very important to make as detailed enquiries as possible about the student who is applying to go abroad, for it is of little use to place an applicant in a family whose social standing does not correspond to that of the visitor. It merely causes misunderstanding and discomfort to both sides. Stress has therefore been laid on the following up of references, which should be given on the application form and should be the names of individuals to whom the applicant is personally known. There should be some standard form of letter making enquiries of the referees, and the letter should be designed to bring out certain specific facts. The specimen letter which is used by the English National Union of Students is attached.

II. Financial Obligations.

Those organising exchanges have long been burdened with applications from a considerable number of students who do not take their application very seriously. Secretaries have often been to a large amount of trouble for such students, only to find when they are able to offer a good family that the applicant has changed his or her mind, or made other arrangements. In order to avoid this difficulty, and also in order to try and cover some of the heavy expenses incurred in working the scheme, several organisations have instituted a charge to the applicant. The charge is generally divided into two parts, the registration fee varying from one shilling to two shillings and sixpence, or their equivalents, and an additional charge varying from nine shillings to seven shillings and sixpence, or their equivalents, payable if and when the applicant is satisfactorily placed. It should be possible for the national groups to decide upon some standard charge to be divided among them in proportion to the amount of work undertaken by each in respect of an application.

III. Definite Plan of Campaign.

The Commission has found it necessary for the organisation of summer visits to try and encourage applicants to apply as early as possible, and this year the experiment will be made of closing the registration lists on April 15th. The plan of campaign can then be arranged as follows: during January, February and March a strong effort is made in a general way to secure offers from families to take foreign students as tuition visitors or in exchange. On April 15th the list of applications for places in families will be definitely closed, and the applications will be distributed to the national organisations who by

agreement will be responsible for placing them. For instance, all the applications for exchange visits between England and Germany may by agreement be the responsibility of some one organisation in England, and the applications received by Germany will, therefore, have to be sent on to England after the German organisation has examined each case, and followed up the references, or even if necessary made a careful selection of candidates. This exchange of lists should be completed by May 1st. Assuming that the different organisations in each country have by May 1st. received all the applications for which they have accepted the responsibility of trying to find suitable families, the whole of the month of May could be devoted to an intensive campaign for finding suitable families where these are not already available. It has been the practice of the National Union of Students in England to present a selected list of applicants for circularisation to every association or individual who could possibly be interested to help in placing these applicants. It should be of considerable benefit to all concerned with this work if we could agree upon some such time limits and fixed plan of action as outlined above. It is proposed to produce a poster advertising the fact that no registrations will be received after April 15th, in order that we may be able to satisfy the maximum number of applicants well in advance of the opening of the summer vacation. It would make matters easier if all associations working in this field could agree to work to a set time-table on these lines.

IV. Lists of Organisations dealing with Exchanges.

The Commission is in process of establishing a list of all the associations in the countries concerned which are dealing with the scheme of exchanges and tuition visits, and suggests that every effort should be made in each country to co-ordinate these activities. A copy of this list will be sent to each of the associations, with a suggestion that there should be a periodical exchange of unplaced applications and offers from families which have not yet been satisfied. It might further be suggested that where there are organisations specialising in an exchange between two particular countries, other associations should agree to hand over to these organisations all applications relevant to those countries.

V. Surplus Offers and Applications.

In spite of all the efforts that we may make to increase the number of families offering to take students, it seems likely that there will still for the present remain a considerable surplus of applicants who cannot be placed. If this surplus can be centralised, it may be possible to divert a certain number for whom language is not the paramount interest to countries such as Hungary and Czechoslovakia, where there is often a demand for tutors in English, French or German. Commission III has decided that in the coming summer it will experiment along these lines, since in a small way this plan has already achieved a certain amount of success.

VI. Summary of means of closer co-operation.

National groups might agree to assist in the following ways:

agreement will be responsible for placing them. For instance, all the applications for exchange visits between England and Germany may be agreed to be the responsibility of some one in England in England, and the applications received by Germany will, therefore, have to be sent on to England after the German organization has examined each case, and followed up the references, or even if necessary made a careful selection of candidates. This exchange of lists should be completed by May 1st. Assuming that the different organizations in each country have by May 1st, received all the applications for visits they have suggested the responsibility of trying to find suitable families, the value of the work of May would be devoted to an intensive campaign for finding suitable families where there are not already established. It has been the practice of the National Union of Students in England to present a selected list of applicants for consideration to every association or individual who could possibly be interested in helping in placing these applicants. It should be of considerable benefit to all concerned with this work if we could agree upon some such firm limits and fixed plan of action as outlined above. It is proposed to present a further advertisement the first time no reservations will be received after April 15th, in order that we may be able to select the maximum number of applicants well in advance of the opening of the summer vacation. It would also matter earlier if all associations working in this field could agree to work to a set time-table on these lines.

IV. Lists of Organizations dealing with Exchanges.

The Commission is in process of establishing a list of all the associations in the countries concerned which are dealing with the exchange of students and visiting visits, and suggests that every effort should be made to secure a complete list of these activities. A copy of this list will be sent to each of the associations, with a suggestion that they should in a periodical exchange of written applications and offers from families who have not yet been established. It might further be suggested that where there are organizations operating in an exchange between two particular countries, these associations should agree to hand over to these organizations all applications relevant to these countries.

V. Surveys of Other and Applications.

In spite of all the efforts that we may make to increase the number of families offering to take students, it seems likely that there will still for the present remain a considerable surplus of applicants who cannot be placed. It is suggested that it is contemplated, it may be possible to direct a certain number of these surplus students to the permanent interest to countries such as Hungary and Czechoslovakia, where there is often a demand for students in English, French or German. Commission III has decided that in the coming summer it will experiment with these lines, since in a small way this plan has already achieved a certain amount of success.

VI. Survey of means of closer co-operation.

National groups shall agree to assist in the following

- (a) use a standard application form;
- (b) follow up references before sending on any applications to other organisations;
- (c) use the poster to encourage applicants to put in their application before April 15th;
- (d) exchanging periodically lists of unplaced applicants;
- (e) advertising in papers and periodicals with which they have special connections, both the general need of offers of families to take foreign students as exchange or tuition visitors and notices of specific applications for such places;
- (f) send in to Commission III names of unplaced applicants willing to visit any country on tuition visit terms.

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- (d) exchanging periodically lists of unplaced applicants;
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- (f) send in to Commission III names of unplaced applicants willing to visit any country on further visit terms.

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INTERNATIONAL INSTITUTE OF INTELLECTUAL CO-OPERATION

MEMORANDUM

ON

THE ORGANISATION OF
EXCHANGES AND TUITION VISITS.

(Submitted by Miss May C. Hermes,
Secretary, Commission for Inter-
national Relations and Travel,
International Confederation of
Students).

NOVEMBER 1930.

1-15-1952

LETTER FROM THE INSTITUTE OF INTERNATIONAL CO-OPERATION
TO THE UNITED STATES OF AMERICA

MEMORANDUM

TO

THE COMMISSION ON
TECHNICAL AND TUTORIAL VISITS

(Submitted by Miss Mary C. Newman,
Secretary, Commission for Inter-
national Relations and Travel,
International Commission of
Students.)

1-15-1952

MEMORANDUM ON THE ORGANISATION
OF
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NOTE: This memorandum has been written at a time when the organisation of Exchanges and Tuition Visits (au pair) is being thoroughly examined in the light of several years' experience, with a view to a revision of methods. It is therefore difficult to lay before the meeting of International Student Societies a complete plan for closer cooperation. The points here set down should be regarded as the basis for a discussion that will make a very substantial but by no means final contribution to this very difficult problem.

DEFINITION.

During the past ten years there has been a growing demand among students of many different countries for opportunity to reside abroad in a home where they can enjoy the benefits of family life. The value of this kind of a visit is that it gives the visitor the ideal means of learning a foreign language, and of gaining some real insight into the culture and conditions of life in the country visited.

There are three ways in which such a visit may be effected.

(a) The student visits as a paying guest. He or she lives in a home in a foreign country, is treated as a member of the family and pays for his or her board and lodging.

(b) The student visits as an exchange guest, that is, he or she lives in a foreign family as a member of the family, free of all expense and in return receives a member of that same foreign family on the same terms into his or her home, either simultaneously or consecutively. No money passes between the two families, and neither of the visitors has any obligations beyond those of an ordinary guest. Each pays his or her own travelling expenses.

(c) The student may visit as a tuition visitor or, as it is often called, 'au pair', that is, a student who is unable to offer a place in his own home makes arrangements to visit in a foreign family, receiving free board and lodging in return for some appropriate services rendered, as for instance language tuition, domestic help, care of children, etc. The visitor pays his or her own travelling expenses, unless some special arrangement is made whereby the foreign family makes a contribution to these expenses.

These exchanges and tuition visits (au pair) are in demand chiefly for the long summer vacation, and are very popular among students studying a foreign language. Since many of the Government educational and university authorities insist upon a minimum period of residence abroad for all students studying a foreign language, many students are forced to try and take advantage of the exchange and tuition visit scheme, since it is the cheapest and most satisfactory way.

THE DIFFICULTIES OF THE SCHEME.

The chief difficulty encountered at the moment is the overwhelming demand for places in the countries whose languages rank as world languages, namely, France, Germany and England. In a lesser degree there is demand for places in Italy and Spain also. The main problem is, therefore, to try and increase the supply of families to meet the demand for places in France, Germany and England. In the case of Germany, the adjustment could probably be made quite easily, for German families are eager to have foreign guests, but in the case of England and France it is different. English and French families do not seem to take readily to the idea of admitting foreigners to the intimate family circle for a period of several weeks. Lack of accommodation in houses is also an obstacle to many families.

ORGANISATION OF EXCHANGES AND TUITION VISITS (AU PAIR).

A very large number of associations and offices are dealing with the work on a large or a small scale. These associations may be roughly grouped as follows:

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- (d) Special committees set up for the promotion of exchanges between two particular countries, e.g., the Franco-Austrian committees in France and Austria.

Experience has shown that centralisation on the international scale of the work of organising these visits is not very satisfactory. It is definitely preferable that the exchange should be arranged as directly as possible, and with a minimum of interference from a third party, but centralisation, or at least very careful co-ordination on a national scale is essential. At the present time a certain number of good offers are being wasted through lack of effective co-ordination among the national groups within the different countries.

SOME SUGGESTIONS FOR CLOSER COOPERATION AND BETTER CO-ORDINATION.

There are four main stages in the work of arranging an exchange or tuition visit (au pair):

- i. The collecting of applications;
- ii. The following up of references and general enquiries about the applicant;
- iii. Finding families and ensuring through enquiries that they are suitable;
- iv. Making the connection between applicant and family.

International Student Societies and their national groups might consider helping the scheme in the following ways:

I. Collection of Applications.

All national groups are receiving applications, and many are passing them on or exchanging lists. In order to avoid delay and to ensure that the applicant is of a suitable type to take up residence abroad, there should be a standard application form in use by all. The meeting should agree upon the text of this form, and strongly recommend it to the use of their national groups. The most satisfactory form, which has yet been devised is that used by the C.I.E., which might be taken as the basis for discussion.

Experience has shown that it is very important to make as detailed enquiries as possible about the student who is applying to go abroad, for it is of little use to place an applicant in a family whose social standing does not correspond to that of the visitor. It merely causes misunderstanding and discomfort to both sides. Stress has therefore been laid on the following up of references, which should be given on the application form and should be the names of individuals to whom the applicant is personally known. There should be some standard form of letter making enquiries of the referees, and the letter should be designed to bring out certain specific facts. The specimen letter which is used by the English National Union of Students is attached.

II. Financial Obligations.

Those organising exchanges have long been burdened with applications from a considerable number of students who do not take their application very seriously. Secretaries have often been to a large amount of trouble for such students, only to find when they are able to offer a good family that the applicant has changed his or her mind, or made other arrangements. In order to avoid this difficulty, and also in order to try and cover some of the heavy expenses incurred in working the scheme, several organisations have instituted a charge to the applicant. The charge is generally divided into two parts, the registration fee varying from one shilling to two shillings and sixpence, or their equivalents, and an additional charge varying from nine shillings to seven shillings and sixpence, or their equivalents, payable if and when the applicant is satisfactorily placed. It should be possible for the national groups to decide upon some standard charge to be divided among them in proportion to the amount of work undertaken by each in respect of an application.

III. Definite Plan of Campaign.

The Commission has found it necessary for the organisation of summer visits to try and encourage applicants to apply as early as possible, and this year the experiment will be made of closing the registration lists on April 15th. The plan of campaign can then be arranged as follows: during January, February and March a strong effort is made in a general way to secure offers from families to take foreign students as tuition visitors or in exchange. On April 15th the list of applications for places in families will be definitely closed, and the applications will be distributed to the national organisations who by

International Student Societies and their national groups are
considered helping the scheme in the following ways:

I. Collection of Applications.

It is suggested that the following steps be taken in order to avoid
any possible confusion and to ensure that the applicant is of a suitable type to
take up residence abroad. The meeting should be a standard application
form in use by all. The meeting should agree upon the form of
this form, and strongly recommend it to the use of their national
groups. The most satisfactory form, which has been used
widely in that used by the C.I.E., which might be taken as the
basis for discussion.

Experience has shown that it is very important to have as
detailed enquiries as possible about the student who is apply-
ing to go abroad, for it is of little use to place an applicant
in a family whose social standing does not correspond to that
of the visitor. It is very common to misunderstand and discom-
fort to both sides. There is no reason why the form should be
filled up of reference, which should be given on the applica-
tion form and should be the name of individual to whom the
applicant is personally known. There should be some standard
form of letter making enquiries of the referees, and the letter
should be designed to bring out certain specific facts. The
specimen letter which is used by the English National Union of
Students is attached.

II. Financial Conditions.

Those organisations which have long been concerned with
applications from students who are unable to obtain financial help
have their application very carefully. It is suggested that the
form to a large amount of trouble for each student, and it is
found when they are able to offer a good family that the appli-
cant has changed his or her mind, or made other arrangements.
In order to avoid this difficulty, and also in order to try and
cover some of the heavy expenses incurred in working the scheme,
several organisations have instituted a charge to the applicant.
The charge is generally divided into two parts, the registration
fee varying from one shilling to two shillings and sixpence, or
three shillings, and an additional charge varying from one
shilling to seven shillings and sixpence, or their equivalent,
payable if and when the applicant is satisfactorily placed. It
should be possible for the national groups to decide upon some
standard charge to be divided among them in proportion to the
amount of work undertaken by each in respect of an application.

III. Postgraduate Plan of Campaign.

The Commission has found it necessary for the organisation
of summer visits to try and encourage applicants to apply as
early as possible, and this year the campaign will be made of
closing the registration lists on April 15th. The plan of cam-
paign can then be arranged as follows: during January, February
and March a strong effort is made in a general way to secure
offer from families to take foreign students as tuition visitors
or in exchange. On April 15th the list of applications for
places in families will be definitely closed, and the applica-
tions will be distributed to the national organisations and to

agreement will be responsible for placing them. For instance, all the applications for exchange visits between England and Germany may by agreement be the responsibility of some one organisation in England, and the applications received by Germany will, therefore, have to be sent on to England after the German organisation has examined each case, and followed up the references, or even if necessary made a careful selection of candidates. This exchange of lists should be completed by May 1st. Assuming that the different organisations in each country have by May 1st. received all the applications for which they have accepted the responsibility of trying to find suitable families, the whole of the month of May could be devoted to an intensive campaign for finding suitable families where these are not already available. It has been the practice of the National Union of Students in England to present a selected list of applicants for circularisation to every association or individual who could possibly be interested to help in placing these applicants. It should be of considerable benefit to all concerned with this work if we could agree upon some such time limits and fixed plan of action as outlined above. It is proposed to produce a poster advertising the fact that no registrations will be received after April 15th, in order that we may be able to satisfy the maximum number of applicants well in advance of the opening of the summer vacation. It would make matters easier if all associations working in this field could agree to work to a set time-table on these lines.

IV. Lists of Organisations dealing with Exchanges.

The Commission is in process of establishing a list of all the associations in the countries concerned which are dealing with the scheme of exchanges and tuition visits, and suggests that every effort should be made in each country to co-ordinate these activities. A copy of this list will be sent to each of the associations, with a suggestion that there should be a periodical exchange of unplaced applications and offers from families which have not yet been satisfied. It might further be suggested that where there are organisations specialising in an exchange between two particular countries, other associations should agree to hand over to these organisations all applications relevant to those countries.

V. Surplus Offers and Applications.

In spite of all the efforts that we may make to increase the number of families offering to take students, it seems likely that there will still for the present remain a considerable surplus of applicants who cannot be placed. If this surplus can be centralised, it may be possible to divert a certain number for whom language is not the paramount interest to countries such as Hungary and Czechoslovakia, where there is often a demand for tutors in English, French or German. Commission III has decided that in the coming summer it will experiment along these lines, since in a small way this plan has already achieved a certain amount of success.

VI. Summary of means of closer co-operation.

National groups might agree to assist in the following ways:

agreement will be responsible for placing them. For instance, all the applications for exchange visits between England and Germany may be examined by the responsibility of some one or another in England, and the applications received by Germany will, therefore, have to be sent on to England after the German organization has examined each case, and followed up the references, or even if necessary make a careful selection of candidates. This exchange of lists should be completed by May 1st, assuming that the different organizations in each country have by May 1st, received all the applications for which they have accepted the responsibility of trying to find suitable families, the whole of the work of May could be devoted to an intensive campaign for finding suitable families where these are not already available. It has been the practice of the National Union of Students in England to present selected lists of applicants for citizenship to every association or individual who could possibly be interested to help in placing these applicants. It should be of considerable benefit to all concerned with this work if we could agree upon some such list and limit the kind of action as outlined above. It is proposed to produce a better working plan for that no restrictions will be reserved after April 15th, in order that we may be able to satisfy the maximum number of applicants well in advance of the opening of the summer term. It would have matters easier if all associations were in this kind of work to a set time-table on these lines.

IV. Lists of Organizations dealing with Exchanges.

The Commission is in process of establishing a list of all the associations in the countries concerned which are dealing with the scheme of exchanges and foreign visits, and suggests that every effort should be made in each country to co-ordinate all these activities. A copy of this list will be sent to each of the associations, with a suggestion that there should be a periodical exchange of information and offers from families which have not yet been satisfied. It might further be suggested that where there are organizations up-to-date in an exchange between two particular countries, other associations should agree to hand over to those organizations all applications relevant to those countries.

V. Further Offers and Applications.

In spite of all the efforts that we may make to increase the number of families offering to take students, it seems likely that there will still for the present remain a considerable surplus of applicants who cannot be placed. It is this surplus that we are concerned with, it may be possible to direct a certain number for other languages is not the paramount interest to countries such as Hungary and Czechoslovakia, where there is often a demand for students in English, French or German. Consideration will be given to the working scheme it will be pertinent along these lines, since in a small way this plan has already achieved a certain amount of success.

VI. Summary of means of clearing up positions.

National groups that agree to assist in the following ways:

- (a) use a standard application form;
- (b) follow up references before sending on any applications to other organisations;
- (c) use the poster to encourage applicants to put in their application before April 15th;
- (d) exchanging periodically lists of unplaced applicants;
- (e) advertising in papers and periodicals with which they have special connections, both the general need of offers of families to take foreign students as exchange or tuition visitors and notices of specific applications for such places;
- (f) send in to Commission III names of unplaced applicants willing to visit any country on tuition visit terms.

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