



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First):

Thank you for your interest in this program. Please find enclosed the application pack, which is in eight sections. Should you have any further questions please call your local Netzer branch.

Completed forms should be sent back to your local Netzer branch.

Send all the sections together -INCOMPLETE APPLICATION PACKS WILL NOT BE ACCEPTED.

Application Check List

Use this page to make sure you have completed all the necessary sections.

2 Passport Photos

Section 1: Personal Details
I have completed all relevant areas.
I have attached 2 passport photos.

Section 2: Background Information
I have completed all relevant areas.

Section 3: Short Answer Questions
I have completed all relevant areas.

Section 4: Personal Essay
Typed autobiographical essay, no more than two pages.

Section 5: Code of Conduct
I have read the Code of Conduct. I have signed the declaration indicating my understanding and acceptance of the document.

Section 6: Medical Examination Form
I have completed the "Personal Health History" section and signed the Applicant's Statement.
My Doctor has completed the "Physical Examination" section and signed and stamped the Doctor's Statement.
My parent/guardian has signed the Parent/Guardian Statement on the Medical Form.

Section 7: Statement of Participation
I have read, understood and signed this form.

Section 8: References
I have filled in the details of two references.



The Netzer Year Application 2011-2012

Applicant name (Last, First):

Section 1: Personal Details

APPLICANT INFORMATION			
Last Name:	First:	M.I.:	DOB: / / Day/Month/Year
Street Address:			Apt./Unit #:
City:	State/Province:	ZIP/Postal Code::	Country:
Phone:	E-mail Address:		
Passport Number:	Place of Issue:	Expiration Date: / / Day/Month/Year	
Place of Birth:	Citizenship:		
Which Jerusalem Experience are you applying for? MACHON <input type="checkbox"/> ETGAR <input type="checkbox"/>		What are you applying for during options? Shvil Israel <input type="checkbox"/> Volunteering in the city of Karmiel <input type="checkbox"/> Kibbutz <input type="checkbox"/>	
*If applicant or either parent holds Israeli citizenship, please contact your local Netzer branch for further guidance.			

Parent/Guardian Information:

PARENT/GUARDIAN 1			
Last Name:	First:	M.I.:	DOB: / / Day/Month/Year
Street Address: If different than above.			Apt./Unit #:
City:	State/ Province:	ZIP/Postal Code:	Country:
Home Phone:	Work Phone:	Cell Phone:	
Email Address:	Alternate Email:	Citizenship:	

PARENT/GUARDIAN 2			
Last Name:	First:	M.I.:	DOB: / / Day/Month/Year
Street Address: If different than above.			Apt./Unit #:
City:	State/Province:	ZIP/Postal Code:	Country:
Home Phone:	Work Phone:	Cell Phone:	
Email Address:	Alternate Email:	Citizenship:	



The Netzer Year Application 2011-2012

Applicant name (Last, First):

Section2: Background Information:

SYNAGOGUE AFFILIATION			
Do you belong to a Synagogue? YES <input type="checkbox"/> NO <input type="checkbox"/>	Synagogue Name:	Rabbi Name:	Rabbi Email:
Street Address:		Synagogue Phone:	
City:	State/Province:	ZIP/Postal Code:	Country:

EDUCATION			
Primary School Name:	City/State:	Dates Attended:	
Middle School Name:	City/State:	Dates Attended:	
High School Name:	City/State:	Dates Attended:	
Other:	City/State:	Dates Attended:	

Estimated High School Graduation Date: _____

Please list any Honors or Awards you have won: _____

JEWISH EDUCATION		
Did You Have a Bar/Bat Mitzvah? YES <input type="checkbox"/> NO <input type="checkbox"/>	Were You Confirmed? YES <input type="checkbox"/> NO <input type="checkbox"/>	Did You Attend Post-Confirmation Classes: YES <input type="checkbox"/> NO <input type="checkbox"/>
Did You Attend Religious School? YES <input type="checkbox"/> NO <input type="checkbox"/>	Synagogue Name:	Dates Attended:

SUMMER CAMP EXPERIENCE			
Did You Attend a Summer Camp? YES <input type="checkbox"/> NO <input type="checkbox"/>		Was it a Progressive Jewish camp? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Camp Name:	Location:	Years Attended:	Overnight: <input type="checkbox"/> Day Camp: <input type="checkbox"/>
Camp Name:	Location:	Years Attended:	Overnight: <input type="checkbox"/> Day Camp: <input type="checkbox"/>
Camp Name:	Location:	Years Attended:	Overnight: <input type="checkbox"/> Day Camp: <input type="checkbox"/>

YOUTH GROUP, MOVEMENT OR CLUB INVOLVEMENT		
Have You Been Involved in a Jewish Youth Group, Movement or Club? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Youth Group, Movement or Club Name: 1)	Years involved:	Did you hold a Leadership Position? YES <input type="checkbox"/> NO <input type="checkbox"/>
Describe any major activities or retreats you attended with the above group:		
Youth Group, Movement or Club Name: 2)	Years involved:	Did you hold a Leadership Position? YES <input type="checkbox"/> NO <input type="checkbox"/>



The Netzer Year Application 2011-2012

Applicant name (Last, First):

Describe any major activities or retreats you attended with the above group:

HEBREW AND OTHER LANGUAGES

Are You Familiar With The Hebrew Alphabet? YES NO Are You Able to Read Hebrew With Vowels? YES NO Without Vowels? YES NO

Have You Ever Studied Hebrew Grammar Formally? YES NO
If Yes, For How Long and in What Framework?

Please Select the Range of Hebrew Words in your Vocabulary:

10-50 100-200 200-300 More Than 300

Do You Speak Any Other Languages? YES NO
If Yes Which Language?

Contact in Israel

Do you have any relatives or friends in Israel? YES NO

If 'Yes', please give the full details of one person/family in Israel who, if necessary, can be contacted in an emergency:

Name:		Relationship:	
Home Address:		Email Address:	
Home Phone:	Work Phone:	Cell Phone:	

Previous Visits to Israel

Have you been to Israel before? YES NO

When: (Month/Year)	In what framework? (e.g. tour, school trip, holiday)
1)	
2)	
3)	



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First):

Section 3: Short Answer Questions

1) Please Let Us Know Your Dietary Preferences:

Ovo-Lacto Vegetarians: Vegetarian: Vegan:

Additional Dietary Preferences or Restrictions (i.e. lactose intolerance/ celiac):

Please note that Israel is still struggling to cater for special food and allergy limitations such as lactose free products, soy products etc.. In some cases of a food restriction, the participant will have to pay for his/ her own supplementary products.

**2) Do You Have any Special Skills, Talents, Certificates or Interests That You Would Like To Tell Us About?
(Lifesaving, Sports, Song leading, Play an Instrument, CPR, etc):**

3) What other Gap Year options have you considered other than this program?

4) What are your plans concerning work or studies after your Gap Year?

5) How do you expect to *finance your participation during your Gap Year?

***Bursaries are available in cases of financial difficulty.
Please contact your movement organization for details and forms.**

Section 4: Personal Essay

We use the Personal Essay as a tool to help us get to know you better. We would like you to tell us about yourself, in brief, including any special interests, hobbies or talents that you may have, and achievements that you are proud of. The main body of your essay should describe your relationship to Judaism, Israel and Zionism.

Your essay should be typed on a separate page that you will attach to the application, and should be no longer than two pages. We are looking for frank and honest expression of who you are and of your thoughts and feelings.



The Netzer Year Application 2011-2012

Applicant name (Last, First):

Section 5: Code of Conduct

CODE OF CONDUCT

Statement On Standards And Responsibilities

Introduction

The following is a statement of expectations of participants of Shnat Netzer. It also explains in detail the procedures for dealing with unacceptable behaviour and/or attitudes from participants. These notes are lengthy because we feel that it is important for every one to be clear about the issues and procedures so that we can avoid misunderstandings wherever possible. We assume that everyone will have read them in full before signing. These procedures are based upon discussions by the *tzevet* (staff) and decisions which occurred at *Netzer Veidah*, the highest decision making body within the movement, the security instruction given by the Security Room at the Jewish Agency, MASA instructions and the medical company recommendations.

As a participant on the Shnat Netzer program you are required to take responsibility for yourself and your actions. Netzer sets out certain minimum standards of behaviour and personal example. Furthermore, as part of a group, we expect each person to take a measure of responsibility for other members of their group with regard to these issues.

This is particularly important given that Shnat Netzer is set in a new environment with different cultural and legal norms, and with a different climate and political situation. In this regard, we expect participants to follow, to the letter, all instructions and rules given to them by those responsible for the program with regard to such issues of health, safety and security.

This statement emphasises respect for, and tolerance of, others as its main concern, though you will also find that it is also for your own protection. Please remember that you should be capable of exercising self-discipline, but if members of the staff team need to enforce measures they should be treated with respect. In return, participants have a right to expect that the above will be reciprocated in so far as you will be treated with respect and tolerance. And of course, we are always open to discussion.

Notes

There are authorities that supersede our relationship with you - most particularly the laws of the State of Israel and the rules of institutions whose services we use.

You attend the program as representatives of your movement and Shnat Netzer – Please remember that at all times. We expect participants to realize that at all points in the program, including when they are under the auspices of other agencies (for example during "Machon" and "Shnat B'ir" period), they are representatives of Netzer and their behavior impacts the way that Netzer is viewed by others. This means we expect the same level of participation and responsibility whatever the agency being worked with and whatever the activity being undertaken.



The Netzer Year Application 2011-2012

Applicant name (Last, First):

Part 1- Rules and Regulations

A. Safety and Security

Safety and security are our priority and are taken very seriously.

It is vital that you treat these instructions with the utmost seriousness and follow them at all times.

All restrictions will be explained to you before you leave for the program, in detail upon arrival, and updated as necessary. **All rules are subject to change.** You will be updated, but it is your responsibility to know what the current policies are. If you are not sure, ask a staff member.

1) Travel

At times participant travel is limited. At some rare times all programs operated by the Education Department of JAFI, The Union for Reform Judaism and Netzer Olami do not allow participants to use public transport of any kind inside cities. During these times, travel is limited to private taxis or drivers known to the program organizers. During these periods, you must adhere at all times to the travel limitations imposed upon you by Netzer Olami.

Current Transportation Regulations:

- a) Hitch-Hiking (known as "trempe" in Hebrew) is **strictly forbidden** anywhere in Israel.
- b) Public Transportation- Shnatim are permitted to use public transportation with the following exceptions: No buses that travel through the Territories (West Bank).
- c) Taxis- never get into a cab that stops on its own initiative. Only take Israeli cabs (yellow plates) from recognized companies. If you are travelling alone, never sit next to the driver. Always sit in the back seat.
- d) Shnatim are not allowed in East Jerusalem. You are allowed only in the Jewish quarter of the Old City and can only enter through the Zion Gate.
- e) Territories- Shnatim may not travel in Judeaea/Samaria (West Bank). Those Shnatim who have family over the green line must have their parents/guardians email a request to the Israel office in advance to enter the West Bank. The director of Shnat Netzer will grant or deny permission based on security considerations at the time of the visit.

2) Communication

a) Phones

All participants of the Shnat Netzer program must acquire a cell phone which works in Israel at their own expense. This is a safety precaution to ensure that the staff and your family can be in touch with you at all times in case of emergency. Obviously, the staff will also be in communication with shnatim on a daily basis through the phone in order to check in on you and to deal with day-to-day things.

Shnatim are expected to have their phones on them and charged at all times. During classes, phones must be on silent, and then returned to a regular setting immediately afterwards. Phones should be checked periodically for missed calls. If a staff member calls you and you miss the call, you will be expected to return the call as soon as possible, and at the very most, within two hours. Not answering your phone repeatedly or failing to return phone calls to the staff will result in disciplinary action being taken, including receiving a strike.

If a cell phone is lost, stolen, or broken, it must be replaced by the owner at their own expense within two days.

The staff will be available for you by phone 24 hours a day for emergencies. For non-emergency matters, the staff should only be contacted during regular hours (8am-8pm). Your first point of contact under normal circumstances is your madrich/a.

b) E-mail

The Netzer staff will be in regular communication with the Shnatim by email regarding important information to the schedule and upcoming events. Shnatim are expected to check their email regularly (at least every day or every other day) and to reply promptly when requested.

Shnatim are also responsible for writing weekly Parents' Reports which will be sent out through email to all parents via the snifim on a weekly basis.



The Netzer Year Application 2011-2012

Applicant name (Last, First):

3) Welcome to Israel! You are in the Middle East.

We believe that it is safe for you to be in Israel right now. At the same time, we also believe that it is important for you act with care. When it comes to safety in Israel, you will need to take measures that you might not take back home.

- "Chefetz Chashud"- Keep away from suspicious objects or military objects. Do not pick them up or touch them. Leave the area immediately and report to authorities/bus driver immediately. Also, do not leave your own belongings unattended as they will be treated as suspicious objects. Only open mail if you know the sender. Otherwise pass it on to the office for inspection.
- You should avoid crowds and waiting in lines. If there is a long line then find an alternative entrance, wait at a distance until there is no line, or go to a different place. When waiting for buses do not stand at the bus stop, but off to the side.

4) Additional Safety Rules

- a. Netzer does not have ANY responsibility for personal items ("*tsiud*"), that was left unattended or in an unlocked place.
- b. At no time during the year are Shnatim allowed to drive.
- c. Never jog or hike alone.
- d. Never swim in a place without a lifeguard qualified to Israeli standards.
- e. When hiking without a leader or guide, shnattim must make sure the track they are planning is approved by the "moked artzi" **026222211** and is safe for hiking (weather, time, difficulty of hike, location), and must follow its orders!

B. Social Expectations

1) Mutual Respect

You will be living within a community while you are in Israel. During some parts of the program you may be based at an educational campus, absorption centre or in your own apartments. You will be sharing rooms, corridors and facilities with other members of your program and possibly other groups. Wherever you are there will always be other people around you, including families with children of all ages trying to live their daily lives or participants on other programs. Mutual respect and tolerance are essential. Our insistence is that your public life is led with respect and consideration for those around you. In this regard, participants are treated as individuals and also as part of a group.

With this in mind we expect that participants will conduct themselves in a manner that is respectful of others.

Please note: There is a quiet law in Israel which begins at 11:00 PM. Please note that any excessive noise after this time may result in a criminal complaint.

2) Anti-Social Behavior

Participants must not be involved in any acts of violence and/or vandalism, whether against other persons or against property. In addition, participants must not behave in any way that may endanger the health, safety or security of themselves or others through their actions, or through their failure to act in a responsible and appropriate way.

We will not tolerate:

- Verbal or physical bullying or intimidation of others.
- Ridiculing others for their opinions, personal taste or style.
- Rudeness or nastiness to others which displays a basic lack of concern and respect for other people.
- Racist, sexist or homophobic behavior however overt or subtle, whether directed towards other group members or made generally.
- Actions or comments, which deliberately seek to hurt others or cause them pain and distress.
- Disrespectful or aggressive responses and/or discussion with the staff or other participants.



The Netzer Year Application 2011-2012

Applicant name (Last, First):

- Irresponsible and appropriate internet interaction - we will not tolerate mistreating others by spreading rumours or demeaning others via the internet etc.

We recognise that such behaviour and attitudes can emanate from individuals, but they can also emanate from sub-groups. Where this occurs, we will hold the individuals within such a sub-group responsible to a large degree for the behavior and attitudes of the group of which they are apart, even if they are not the main instigators.

We see it as a basic responsibility of Shnat Netzer participants to challenge unacceptable behavior within a group of which they are apart, rather than to collude with it actively or passively.
In case of breaking a law or police intervention, Shnat staff will not be responsible for the consequences that have to do with the legal authorities.

3) Looking after yourself

According to Israeli law, the age of consent for sexual relations is 16. Due to cultural differences in Israel, some things are perceived differently than they are abroad. You must always be clear about your intentions and know how and when to say you are not interested. You must always ensure that your partner is willing and has consented to all activities.

Shnat Netzer demands that, should any sexual relations take place during the year, that they respect the rights of others to peace, quiet and comfort. This means that shared spaces must be treated as such. Should you choose to have sexual relations of any sort please make sure to use protection to prevent any STDs and/or unwanted pregnancy.

Please feel free to approach any staff member of Shnat Netzer if and when you need to talk about issues regarding sexual conduct.

Shnat Netzer staff will not be able to be responsible for an individual who shows inability to look after oneself, and that individual might be asked to leave the program.

C. Drugs, Alcohol and Smoking

1) Illegal Drugs

Anyone who is determined to have purchased, sold, possessed or used any illegal drugs or to have abused legal drugs, will immediately be expelled from the program and will be sent home at the participants' expense.

Those who have been in the presence of others while they purchased, sold, possessed or used illegal drugs or abused legal drugs will be most likely sent home at the discretion of the Shnat Netzer director or a relevant staff member.

The Education Department of JAFI and Netzer Olami may involve the Israeli Police in cases of drug usage or suspicion of drug usage. JAFI and/or Netzer Olami may use urine or blood tests to determine suspected drug use.

Shnat Netzer reserves the right to drug test at any time- randomly, with or without notice.

Please note - the Israeli Police usually deal with the matter of drug abuse in a very severe manner including enforcing an extended ban from re-entering Israel and forwarding a copy of your criminal record to the police in your home country.

2) Alcohol

Should you choose to drink alcoholic beverages during your time on Shnat Netzer, we expect you to drink responsibly. This means knowing your limit and staying in control of yourself. Practice safe drinking habits - do not leave your drink unattended and do not accept drinks from strangers. Should you, as a result of alcohol consumption, reach a stage where you are unable



The Netzer Year Application 2011-2012

Applicant name (Last, First):

to participate fully in the program and/or you are unable to act responsibly/control your own actions due to alcohol consumption then we will take disciplinary action including the issuing of strikes or being sent home. **Intoxication is serious and is no excuse for rude, dangerous, violent, harmful or disruptive behaviour. Acts performed whilst intoxicated will be viewed very seriously.**

Shnat Netzer participants are not allowed to have alcohol in Beit Shmuel. This means that alcohol may neither be consumed, nor stored at the Beit Shmuel facility by Netzer participants. The presence of bottles or other alcohol containers will be considered evidence that alcohol has been consumed or stored in Beit Shmuel.

Please note: The legal drinking age in Israel is 18 years old, consumption of alcoholic beverages by those under 18 is strictly prohibited by law.

3) Smoking

In Israel, the legal smoking age is 18 and smoking in public places; such as malls, bars and restaurants, is illegal.

Smoking tobacco (cigarettes, hookah, etc.) is not allowed inside Netzer facilities - this includes inside Beit Shmuel classrooms and the Beit Shmuel Flat.

Smoking on the balconies of the flat is at the discretion of the flat residents.

Smoking is prohibited during all programming, including during tiyulim (hikes) and siyurim (field trips), even though they may be outdoors or in public spaces. Having to start or finish a cigarette is not considered a justified reason for missing or coming late to an activity.

D. Accommodations

1) Looking After Your Environment

Participants are responsible for maintaining their accommodations in an acceptable manner. Your accommodation is functionally adequate and is to be left in the same condition as when you take occupation. Any damage beyond normal wear and tear, including graffiti (even if added to graffiti already there), WILL result in the participant being charged by the organisation. The residents of the flat will carry the financial responsibility for any damage in the flat – even if it is caused by mistake or by not paying attention (e.g. a burn caused by a cigarette, breaking a door by using extreme force etc.). Throwing waste, including cigarette butts, out windows and off of balconies is prohibited. Damages (including graffiti) may be considered to be a disciplinary matter. In addition, participants have an individual and collective responsibility to maintain all areas of the accommodation. Residents will be responsible for cleaning and maintaining a basic level of hygiene in all areas of the accommodation including but not limited to the bathrooms, bedrooms, common areas, kitchens, corridors and classrooms.

Upon your arrival in Israel, you will be required to provide a 500 shekel deposit (Or an equivalent amount in another currency), to be kept by the Shnat Netzer staff until the end of the year in case of damages caused throughout the year. At the end of the Shnat Netzer program, all damages will be deducted from the original deposit and all remaining funds returned to participants (excluding acceptable wear-and-tear).

When staying as guests in other accommodations, such as at youth hostels during trips, participants are expected to treat the environment with the same level of respect. In addition, participants will be responsible for any charges incurred resulting from damages to the accommodation (excluding acceptable wear-and-tear).

2) Roommates and Housing

During Shnat Netzer, you will share your accommodations with fellow Shnatim. Often you will share rooms as well. You must respect people's personal privacy. Roommates do NOT have the right to make others feel unwelcome in their own rooms. Room residents always have the right to ask that there be no guests in the room.

Apartments during Shnat are shared by male and female Shnatis, however rooms must be maintained as single-sex rooms.



The Netzer Year Application 2011-2012

Applicant name (Last, First):

In general if there are issues with housing arrangements during shnat, your madrichim are available to help sort out any issues.

3) Guests

Accommodations for guests are **very limited**, however it is possible to have guests during some of the program Experiences. We discourage guests staying over night during the week. If you do want guests to stay please check with both your madrich/a and your flatmates prior to making any invitations. Your guests are YOUR RESPONSIBILITY – This includes the financial responsibility incurred by damage caused by guests.

Guests in Beit Shmuel (inc. other Shnattim) are not allowed in after 11pm, and **cannot stay overnight**.

Friends and family of Shnat Netzer participants are welcome to benefit from a special discount on rooms at Beit Shmuel if they coordinate their stay with our staff ahead of time.

3) Beit Shmuel's Rules and The Etgar Flat

When Etgar is an active community, the Beit Shmuel flat is the home of the Etgar community and therefore they have the right to limit the amount of guests. Once Etgar and Machon are finished, the flat is no longer open for unlimited use and the responsibility of the Etgar tzevet.

If you wish to be a guest in the flat during options, chofesh or kibbutz time, you need to coordinate it with the Etgar tzevet and the new Etgar community, if there is one.

Netzer has a very delicate relationship with Beit Shmuel. Beit Shmuel is a hotel, Youth Hostel and events hall. We rent the Beit Shmuel flat from them. Thus, it is critical that you follow these precise guidelines.

- a) Upon your arrival to Israel, you will get a personal "student card" that you will have to carry at all times. This is an I.D. **and your only way to get into Beit Shmuel.**
- b) You are strictly forbidden from entering any event at Beit Shmuel, and are also forbidden from taking any food or drink from these events.
- c) You must be fully clothed and wear shirts, pants and shoes at all times when outside of your flat.
- d) Please be conscious of the level of your voices and how hard you close the outer flat door, as the Shnat Netzer flat is next to other rooms which are used as hotel rooms.
- e) No drugs or alcohol are allowed in the Beit Shmuel Flat.
- f) Close and lock all windows and the exterior door of the flat when you are not present in the flat. This is an important safety precaution.
- g) Your flat is equipped with sprinklers and smoke alarms. Make sure not to do anything to harm their functioning, and report to the staff in case of malfunctioning.
- h) Do not leave expensive items lying around the flat and when you leave the flat make sure to lock the outside door.
- i) Flat residents are requested to report any stolen items or other security issues to the security guard of Beit Shmuel as soon as possible so that we can deal with it immediately.
- j) Only allow people you know to come into Beit Shmuel and into your flat. You will be provided with a Netzer Olami card. During evening hours you will have to show a Netzer Olami card in order to enter the building. You will also have to show this card and identify your guests to the guard at the entrance of the building during evening hours.
- k) Be conscious of the energy that you use in the flat. Report leaks and turn off faucets, lights, air conditioners, and heat when leaving the flat. This is both a financial and environmental issue.
- l) Do not go out the windows that lead to the Hebrew Union College and do not leave belongings in the college courtyard, including wet laundry.
- m) Do not take property from Beit Shmuel, including blankets, pillows and towels.
- n) Take care of the keys to your flat. Lost keys may result in your being charged by Beit Shmuel for the changing of entire locking device in the flat's door.
- o) You are not to enter any guest rooms of the hostel or the hotel without the permission of the resident of that room.



The Netzer Year Application 2011-2012

Applicant name (Last, First):

E. Participation

1) Attendance

Our expectation is that, as a committed participant, you will fully participate and involve yourself in the program. By enrolling in the Shnat Netzer program you commit yourself to attend and participate in all aspects of the program. This is particularly important when you are volunteering and people are relying on you, and when you are studying as lessons need to start on time. You should also take careful note of the schedule in order to ensure that you arrive at sessions on time. It is your responsibility alone to arrive on time. You will be responsible for getting yourself out of bed in the mornings! Repeated unexcused lateness and/or absences will result in disciplinary consequences, including strikes.

2) Lifestyle & Illnesses

You need to look after your own health and physical condition and be in a fit state to attend, concentrate and contribute in all aspects of the program. If you are ill, we require that you receive immediate medical attention. Whatever the circumstances, you must inform a member of staff of any medical event. If you miss any part of the program due to illness then a staff member must be informed beforehand. Letting a staff member know of a missed activity retroactively will be considered an unexcused absence.

Our medical insurance supplier is Harel insurance. **With any issue or need, please contact Harel call centre at 1800-414422.** There you will be directed to the relevant doctor and receive all relevant information. In order to receive service, you will need to identify yourself by giving your insurance number which will be given to you during Orientation Seminar. The health insurance that we provide sometimes covers all or part of the doctor's fees and the medication costs; but, the costs that are not covered and other related costs are the individual's responsibility. Should you desire to be accompanied by a staff member please let us know.

TIREDFNESS IS NOT AN ILLNESS!

Participants who become ill as a result of not looking after themselves properly, for example through too many late nights, with a consequent inability to get up in the morning *may* be asked to leave the program.

Please note: if a Shnat Netzer participant is unable to function in the program for more than **three weeks**, s/he may be asked to leave the program at the discretion of the Shnat Director.

3) Shabbat

There are some closed Shabbatot when there will be a program running that weekend. Most Shabbatot are free, and participants are free to travel for the weekend as long as their arrangements are cleared through the security guidelines. On weekends participants are usually also welcome to stay wherever they are based during that period.

4) Holiday Time (Chofesh)

During the course of the year you will be entitled to personal chofesh (days off) days. Each segment of your program has different guidelines as to when you may take your chofesh. There are also some specific days or periods of time when chofesh cannot be taken at all - you will be told what these are during your orientation period. ***All decisions regarding chofesh are the final responsibility of your program co-ordinator (mekasher/et) and all chofesh time must be arranged in advance.*** Please refer to the Shnat Choveret you will be given prior to departure for specific program guidelines on chofesh. During Chofesh you are financially responsible for yourself, including meals and transportation. We will always endeavour to provide you with a place to stay.

According to MASA guidelines, personal vacations during a program must not exceed 10% of the total length of one's program. Vacations abroad (outside of Israel) can only be taken in the middle of one's program. Exceeding one's 10% vacation allowance will result in the reduction of one's MASA funding, relative to the total length of the program. Participants are required to report to Netzer Olami the anticipated dates of any vacation exceeding the 10% allowance as early as possible, including late arrival to and/or early departure from a program.



The Netzer Year Application 2011-2012

Applicant name (Last, First):

5) Leaving Israel during the Program

We strongly recommend that you do **not** leave the country during the duration of the program. There are various reasons for this recommendation:

1. There is a security factor involved. The seriousness of this issue varies from place to place and from time to time.
2. You will not be covered by our medical policy.
3. We will not provide services of any kind should they be required while you are outside of Israel - it is simply beyond our capacity.
4. This type of departure from the program can be disruptive to the program both in terms of your individual educational continuity and the group dynamic.
5. We feel that you should be looking to maximise your time in Israel in order to acquire the full value of your Israel experience.

However, if you do choose to go overseas the following procedures must be followed:

1. Make sure you have enough chofesh (vacation) days left.
2. Notify your madrich/a, and make sure the dates are suitable and do not clash with any Netzer activity (i.e. Shabbaton, seminar etc.) - Shnat Netzer's granting of chofesh will be determined to ensure the least disruption to the programme.
3. Fill the "Signing off the program" document (A letter of "total release of any liability of Netzer Olami for the duration of the absence from the program"). It can also be e- mailed.
4. Have your parents/guardians sign the "Signing off the program" document (A parental/guardian letter of "total release of any liability of Netzer Olami for the duration of the absence from the program"). It can also be sent by email.

All the arrangements to go to and from the airport, all expenses etc. are the participant's.

Please note that your visa might expire once you leave Israel. Upon return you will be issued with a 3 month visa. Shnat Netzer will make sure to renew it one time upon arrival to Israel. We will be happy to assist you, but it will be up to the participant to go renew it any other time. If you have an A2 visa organized before arriving in Israel, it allows multiple re-entries into Israel during Shnat Netzer.

Permission for the participant to return home is dependent upon the Shnat Netzer schedule, Netzer Olami and their partners in the home snif and Israel.

When participants have any doubt about their actions, then it is their responsibility and obligation to check with the Shnat Netzer staff before they act.

F. General

Netzer Olami has my permission to use any recording or other depiction of (whether by sound, video, photography or other means) or testimonials by (written or verbal) me for the purpose of promoting the program.



The Netzer Year Application 2011-2012

Applicant name (Last, First):

Part 2- Consequences

Procedures for dealing with unacceptable behavior & attitudes

Shnat Netzer has established a procedure for dealing with issues of unacceptable behavior and attitude which operates at a number of different levels. Clearly, some issues are more serious than others. We try to match the level of our response to the seriousness of the behaviour or attitudes being displayed. This remains at our discretion.

Below we have given examples of what sort of behavior/attitudes might lead to which level of response. However, this is only a rough guide and will depend upon the particular set of circumstances and the individual/s concerned.

- a. When we become aware of initial problems such as missing a session, being disruptive in sessions or relatively mild examples of socially unacceptable behavior, then we will "send a message" to the person concerned. This can take a number of different forms including verbally discouraging the behaviour at the time or having a quiet chat afterwards. Even a look across the room may prove appropriate and all that is necessary in certain situations.
- b. If such behavior/attitude continues, or if something happens that is sufficiently serious to warrant an immediate 'formal conversation', we will hold such a meeting at our earliest convenience. This 'formal conversation' will involve their Madricha, Mekasher, Rakezet and/or Shnat Netzer Director sitting with the person and explaining clearly what has been unacceptable and what changes we would want to see from them. This will be considered a "warning before an official strike". This conversation does not reflect any thoughts of sending someone off the Shnat Netzer program and the goal at this stage is primarily educational. We see it as an important principle of our work to offer young adults and potential leaders the opportunity to take responsibility for themselves. The aim is for the individual to realize what they have been doing wrong and to make the necessary changes in their behavior and/or attitude. We will keep brief notes of these conversations and will give a copy of these notes to the home sniff immediately after the conversation.
- c. Once again, if the same behaviour or attitudes continues, a strike will be issued. In most cases the participant will meet with the staff in order to discuss the incident that precipitated the strike. In the appropriate situations the individual will be asked to present their version of events and will have an opportunity to challenge what is being said by the staff. The home sniff will be updated regarding a strike.
- d. In some cases, depending on circumstance, a strike may be issued without a prior discussion with the participant. In this case, a meeting will be held with a senior staff member to discuss the situation after the strike's issue to try and understand the incident and how best to avoid its repetition in the future.

The issue of a strike will be followed up by a letter to the home sniff, which will decide whether to update the parents or not. It will clearly spell out the nature of the unacceptable behavior and attitudes and the consequences if the individual continues the behavior, or if any other different serious offences occur.

If after being issued a strike the same unacceptable behavior continues, or a different unacceptable behavior is displayed, the disciplinary process will be used again. Shnat Netzer will only allow continued participation with a maximum of two strikes. On receipt of a third strike the participant will be immediately asked to leave Shnat Netzer.

Examples of things which might lead to an immediate strike without needing a formal conversation are: breaking the safety and security rules, vandalism, alcohol abuse, serious anti-social behavior.

In addition, certain behavior is considered so serious that the individual/s may be immediately removed from the program and sent home without receiving a formal strike at all. Examples of behavior, which could lead to this, are:

- Using, selling or giving to others, or being in possession of, illegal drugs (in all such cases, participants will immediately be removed from the program).
- Violence towards other people.
- Serious breaches of safety/security rules when that we do not believe that the person is capable of taking responsibility for their actions.
- Theft.



The Netzer Year Application 2011-2012

Applicant name (Last, First):

- Breaking of Israeli laws.
- Anti- social behaviour that seriously interferes with the program or other participants.

As always, this list is not exhaustive.

We will not tolerate any violation of any of these rules. Whoever breaks them may be subject to any consequence that Shnat Netzer deems appropriate, including being issued a strike or being asked to leave the program.

Who operates this system?

As a rule, this system is operated under the responsibility and co-ordination of the Shnat Netzer Director. S/he will get input from, and inform, the appropriate parties at different stages of the process. S/he will also be in contact with the home snif to discuss the matter.

In the case of removal from the program, the Mazkir/a of Netzer Olami and all involved parties (i.e. the parents, the movement back home, Program Coordinators etc.) will be informed prior to the taking of the removing action. In such a case, the Shnat Netzer participant and/or the home snif has the right to appeal to the Mazkir/a of Netzer Olami. During the appeal the Mazkir/a will review the facts and whether the decision reached was a reasonable one. The outcome of the appeal process will lead to either confirming or changing the original decision. The decision of the Mazkir/a in such a review is final.

As far as possible these procedures, or very similar ones, will also be used by the other agencies responsible for major elements of the Shnat Netzer program, e.g. Machon program and the Kibbutzim. Where agencies that we work with do not use the same, or a similar system, we will try and work towards an end result that is as much as possible in keeping with the approach and procedures outlined here. For example, strikes issued by Machon will be considered a Netzer Olami strike.

As far as is practical, all formal conversations and strikes will take place as soon as possible after we become aware of the relevant incident/s. In most cases this will require the individual/s concerned to travel to the Jerusalem office for the meeting at their own expense.

I _____ have read the document '**Code of Conduct**'.
I understand the document, and I am prepared to abide by it as a condition of my acceptance to the Shnat Netzer program.

Signed _____

Date _____

If you do not have a digital signature, you may type your name above.
By checking this box I authenticate my typed name in place of a signature:



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First):

TO BE SIGNED BY THE PARENT/GUARDIAN OF PARTICIPANT

Shnat Netzer is the Netzer Leadership Development Program within the Netzer Olami/NFTY movement. The program is administered by Netzer Olami, which is a part of the World Union for Progressive Judaism. The program is run in partnership with the Netzer branches from which the participants come and the Union for Reform Judaism. As parent/guardian, we ask that you read this form, the attached Accepted Attitudes & Behavior guideline sign the declaration at the bottom of this page.

PLEASE NOTE THAT:

All forms filled out for any organizations connected to the Shnat Netzer program, of which Netzer will receive copies, constitute part of your child's application. A final decision regarding your child's acceptance to Shnat Netzer cannot be made until we are in receipt of all completed forms, including this one. With respect to the medical forms, it is important that we receive **all** pertinent information.

Please note: if there is any information not included on these forms, and which we become aware of during the year, then this could constitute reason for your child being asked to leave the program. This will include information on such issues as, for example: eating disorders; having seen a psychologist or therapist; physical or learning disabilities, allergies & current medication, though this is certainly not an exhaustive list. While in certain very rare circumstances this information could prevent your child's acceptance to the program, including it will help us support them during their year. Therefore, if you think there is any information missing, & which it would be helpful for us to know, and then please write below. Remember, the more information we have the more we are able to be of help if there are problems

I _____ being the parent/guardian of _____ have read the above form, as well as the attached paper on "accepted attitudes and behavior on Shnat Netzer", and I consent to my child participating in the program on the terms and conditions contained therein.

Signed _____ Date _____

If you do not have a digital signature, you may type your name above.
By checking this box I authenticate my typed name in place of a signature:



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First): _____

**Medical Information Form – To be Completed by the Applicant
(And Parent/Guardian if Applicant is under 18)**

Please complete form using a black pen. Please be kind: print clearly! Thanks.
This form is to be filled out, signed by parent/guardian & checked with physician at time of examination.

Participant Name: _____ Birth Date: _____ Sex: _____ Age: _____
Last First M.I.

Parent or Guardian: _____ Home Phone: _____

Business Phone: _____ Cell Phone: _____

If parent or guardian is not available in an emergency, please notify:

Name & Complete Address

Relationship to Participant

(_____) _____
Area Code & Telephone Number

HEALTH HISTORY: (please check-off, giving approximate dates)

CONDITIONS	DISEASES	ALLERGIES
Anorexia _____	Ear Infections _____	Chicken Pox _____
Bulimia _____	Rheumatic Fever _____	Measles _____
Dyslexia _____	Convulsions _____	German Measles _____
Psychological Counseling _____	Epilepsy _____	Mumps _____
Short Term _____	Diabetes _____	Asthma _____
Long Term _____	ADD _____	ADHD _____
		Hay Fever _____
		Ivy Poisoning _____
		Insect Stings _____
		Penicillin _____
		Other Drugs _____
		(please indicate)

General health issues: _____

Operations or Serious Injuries (list & give details): _____

Meds Presently taking: _____

Chronic or Recurring Illness: _____

Other Diseases or Details of Above: _____

APPLICANT'S (or parent/guardian if applicant is under 18) AUTHORIZATION: This health history is correct so far as I know, and the person herein described has permission to engage in all prescribed activities, except as noted by me and the examining physician.

In the event of an emergency, after an effort has been made to contact the parents, guardian or those listed in the North American Emergency Contact form (and above), I hereby give permission to the physician selected by Shnat Netzer supervisory personnel to hospitalize, secure proper treatment for, and to order injection, anesthesia or surgery for my child.

APPLICANT SIGNATURE: _____

IMPORTANT: Please notify Shnat Netzer if this participant is exposed to any communicable disease during the three weeks prior to program departure.

PARENT/GUARDIAN SIGNATURE (if applicant is under 18): _____



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First):

APPLICANT'S STATEMENT

I hereby certify that, to the best of my knowledge, the above medical form is complete in all its details and fully realize that any condition, mental or physical, that I am found to have, originating prior to my arrival in Israel, and which is not described in full on this form or in any accompanying letter, will be due cause for my return to my country of origin or treatment in Israel, solely at my expense. In addition, I am fully aware that the Education and Israel Departments of the Jewish Agency For Israel, Netzer Olami, the Union for Reform Judaism and the United Jewish Israel Appeal and its agents/representatives in Israel have neither responsibility nor liability arising out of such condition.

I also realize that medical coverage does not include dental, gynaecological, psychiatric, psychological or optical treatment of any form whatsoever, nor does it cover any treatment necessitated by any chronic illness from which I am suffering, or treatment necessitated by any illness or ailment suffered prior to my arrival in Israel (except for a sudden deterioration of a disclosed chronic illness). All medications that I take regularly are at my own expense, and have been detailed in this form or in letters.

I also give my full permission for all treatment of any nature deemed necessary by doctors in Israel to be extended to me within the framework of the Medical Services nominated by the Israel Experience Department's representatives in Israel.

I also acknowledge the fact that usage or involvement with alcoholic beverages, drugs or narcotics or any other anti-social behaviour may be cause for immediate dismissal from the program, and I will be returned to my country of residence at my own expense.

Applicant's name _____

Applicant's Signature _____ Date: _____

PARENT / GUARDIAN STATEMENT

I submit that the information supplied is a full medical history and I am unable to add any further relevant details. I fully accept the terms and conditions of the Applicant's Statement as it applies to the applicant.

Name _____

Signature _____ Date: _____



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First):

Section 7: Statement of Participation

TO BE SIGNED BY THE APPLICANT

I _____ (block capitals) do hereby submit my application for participation in the Shnat Netzer program. I undertake to accept the discipline of the program upon arrival and while in Israel. I have read and understand all the above mentioned documents and agree to abide by everything written there as a condition of being accepted on the program.

I understand that there is a Shnat Netzer fee which is payable to Netzer Olami if I am accepted.

I commit myself to returning to my home country after Shnat Netzer finishes and being involved in the leadership and the running of Netzer for at least two years. This will be as a Madrich/a on Netzer's central events and assisting Netzer in the work it does. I understand also that being involved for longer than this is seen as an ideal and is strongly encouraged.

Signature _____ Date: _____



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First):

Section 8: References

Reference Forms

Please list the names and contact information of the two people you have asked to send us recommendations. One of your recommendations should come from a Jewish Professional (Rabbi, Youth Director, Cantor etc) and a second should come from someone who has insight into your work habits and goals; such as an employer, teacher or guidance counselor.

If you have questions about whom you should ask to write your recommendations, please feel free to contact your local snif for guidance.

We will not accept recommendations from family members.

Recommendation 1

Name: _____ Relationship: _____

Address: _____

Primary Phone: _____ Secondary Phone: _____

E-mail Address: _____

Recommendation 2

Name: _____ Relationship: _____

Address: _____

Primary Phone: _____ Secondary Phone: _____

E-mail Address: _____



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First):

**Recommendation Form
The Netzer Year
2011-2012**

To the Applicant:

Applicant Name: _____ Email: _____

This personal recommendation should be given to someone who knows you well and is able to judge your personal qualifications for study abroad. A letter of recommendation will be accepted in lieu of this form.

As this letter is confidential, it should be sent directly to The Netzer Year by the person writing the letter. You must provide a stamped, addressed envelope for this purpose. You may submit the letter yourself if it has been placed in a sealed envelope and has been signed over the seal by the person writing the recommendation.

I waive my right to access this recommendation: Yes No

Applicant Signature: _____ Date: _____

To the Reference:

Thank you for taking the time to give us your thoughts on the applicant for The Netzer Year. This intense 8-month experience in Israel is composed of several different elements. In the first section, participants will engage in study about Israel and history while exploring the country during field trips. In the next sections, participants will spend time volunteering in communities around Israel, including volunteering on a kibbutz. While this program is not specifically academic in nature it is designed for young adults who are looking to expand their social, physical and intellectual beings.

Your thoughts and recommendation will help determine whether this applicant is suited to The Netzer Year. We appreciate your honesty and help in giving us the clearest picture possible of this applicant.

Please return the recommendation via e-mail to the local Netzer office.

Thank you for being thoughtful and complete in this recommendation. If you have additional questions about the program, its components and its requirements, feel free to contact the local Netzer office.

1. How long have you known this applicant and in what context?
2. What are the first words that come to mind to describe this applicant?
3. What are your impressions of the applicant's character and maturity and his/her ability to adjust to a study abroad experience?



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First): _____

4. Please comment on the applicant’s motivation for studying abroad. Does he or she have the ability and maturity to achieve his or her goals in studying abroad?

5. What are your impressions of applicant’s relationship with peers and the applicant’s ability to live in an intensive group setting?

6. Compared to other young people you know, please rate the applicant in the following areas:

	Below Average	Average	Above Average	Outstanding	No Basis
Maturity					
Motivation					
Leadership					
Integrity					
Reaction to Setbacks					
Concern for Others					
Self-Confidence					
Ability to get along with peers					
Initiative, Independence					
Overall					

7. Please describe this applicant to us. We ask that you include whatever you think is important and any information you think is relevant and can give us additional insight into the applicant. (Attach additional pages if needed.)

Name: _____
 Position: _____ Institution: _____
 Address: _____
 Phone: _____ Fax: _____ Email: _____
 Signature: _____ Date: _____



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First):

**Recommendation Form
The Netzer Year
2011-2012**

To the Applicant:

Applicant Name: _____ Email: _____

This personal recommendation should be given to someone who knows you well and is able to judge your personal qualifications for study abroad. A letter of recommendation will be accepted in lieu of this form.

As this letter is confidential, it should be sent directly to The Netzer Year by the person writing the letter. You must provide a stamped, addressed envelope for this purpose. You may submit the letter yourself if it has been placed in a sealed envelope and has been signed over the seal by the person writing the recommendation.

I waive my right to access this recommendation: Yes No

Applicant Signature: _____ Date: _____

To the Reference:

Thank you for taking the time to give us your thoughts on the applicant for The Netzer Year. This intense 8-month experience in Israel is composed of several different elements. In the first section, participants will engage in study about Israel and history while exploring the country during field trips. In the next sections, participants will spend time volunteering in communities around Israel, including volunteering on a kibbutz. While this program is not specifically academic in nature it is designed for young adults who are looking to expand their social, physical and intellectual beings.

Your thoughts and recommendation will help determine whether this applicant is suited to The Netzer Year. We appreciate your honesty and help in giving us the clearest picture possible of this applicant.

Please return the recommendation via e-mail to the local Netzer office.

Thank you for being thoughtful and complete in this recommendation. If you have additional questions about the program, its components and its requirements, feel free to contact the local Netzer office.

1. How long have you known this applicant and in what context?

2. What are the first words that come to mind to describe this applicant?



**The Netzer Year
Application
2011-2012**

Applicant name (Last, First): _____

3. What are your impressions of the applicant's character and maturity and his/her ability to adjust to a study abroad experience?

4. Please comment on the applicant's motivation for studying abroad. Does he or she have the ability and maturity to achieve his or her goals in studying abroad?

5. What are your impressions of applicant's relationship with peers and the applicant's ability to live in an intensive group setting?

6. Compared to other young people you know, please rate the applicant in the following areas:

	Below Average	Average	Above Average	Outstanding	No Basis
Maturity					
Motivation					
Leadership					
Integrity					
Reaction to Setbacks					
Concern for Others					
Self-Confidence					
Ability to get along with peers					
Initiative, Independence					
Overall					

7. Please describe this applicant to us. We ask that you include whatever you think is important and any information you think is relevant and can give us additional insight into the applicant. (Attach additional pages if needed.)

Name: _____ Institution: _____
 Position: _____
 Address: _____
 Phone: _____ Fax: _____ Email: _____
 Signature: _____ Date: _____