

The Citadel's Cadet Host Family Program

HOST QUALIFICATIONS, EXPECTATIONS & APPLICATION PROCESS

Qualifications to serve as a Host Family

1. The primary adults in the household must be at least 35 years of age.
2. The host family must live in Berkeley, Charleston and Dorchester counties.

Expectations of a Host Family

1. Members of a host family's household understand that any attempt to bind The Citadel, Cadet Activities, my host family cadet or his/her family for any liability claim or financial obligation regarding the Cadet Host Family Program is prohibited.
2. Members of a host family's household will not violate any local, state or federal laws.
3. Members of a host family's household will not allow host cadets to violate any local, state or federal laws.
4. Members of a host family's household agree to enforce The Citadel's [Cadet Regulations](#) by which cadets must abide. These include: *The White Book*, *The Blue Book* and *The Honor Manual*.
5. Members of a host family's household understand that they represent The Citadel when engaging in any activity related to the Cadet Host Family Program. Each will act with honor, duty and respect always.
6. Members of my household will not violate any local, state or federal laws.
7. Members of my household will not allow host cadets to violate any local, state or federal laws.
8. Members of a host family's household will not strike, attempt to strike or otherwise physically abuse any cadet(s) on or off The Citadel campus.
9. Members of a host family's household will not use verbal or non-verbal profanity, disrespectful language or obscene gestures or behaviors.
10. Members of a host family's household will always show respect to my host cadet(s).
11. Members of a host family's household will not offer financial assistance to my host cadets.
12. Members of a host family's household will enforce the household rules with my host cadets.

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APPLICATION PROCESS

1. The primary hosts must submit the [Cadet Activities Volunteer Request](#) and the [Authorization for the Release of Information](#) to initiate the process. Both are required of potential sponsors who are NOT Citadel employees. These submissions are done only once. *Those who have hosted cadets before may skip this.*
2. Submit the [Host Family Program – Host Application](#). This is required each year to host.
 - A. Complete all sections of the application and sign where designated.
 - B. Once completed and reviewed, save an electronic copy to your files.
 - C. Email a copy of your saved application to the Host Family Program Coordinator at milners@citadel.edu.
3. As background checks are verified as clear, the primary hosts will be set up with Citadel credentials including: a Citadel email address, a CWID (Campus Wide ID), access to MYCITADEL.EDU, for four mandatory trainings which should be taken at your earliest convenience. *Instructions to access and complete the trainings will be provided once Citadel credentials are given*
4. As the previous steps are completed and cadets request a host family, we will begin the matching process. The information provided by you and cadet applicants assists us in making suitable matches. We strive to match sponsors with cadets who have similar interests, likes, dislikes, etc.
5. As matches are made, we will contact you to approve or disapprove of the match.
6. Once we have your approval, we will supply the cadet's information with you and your information with the cadet(s). With that, y'all can make contact to set up your first introduction.

Thank you for your patience in this process.

Should you have any question or concerns regarding the application process or any part of the Cadet Host Family Program, contact Mrs. Shelton Milner, Host Family Program Coordinator, at milners@citadel.edu.