

VISIONSUSA

Premium Student Exchange

32 Pheasant Drive, Asheville, NC

Phone: +1 (828) 333-3905, Email: info@visionsusa.org

HOW TO USE AND SAVE THE APPLICATION

Mac User:

- Open the PDF with Adobe Reader. Please make sure you have the latest version of Adobe Reader! If you need to download Adobe onto your Apple device, it is easy and free: <http://get.adobe.com/reader>
- Save your application onto your desktop using "File"- "Save as" and make sure to change the name of the PDF to your name; ex. Codinach Application.pdf.
- Choose "Open With" and click "Adobe Reader" as one of the options popping up. Fill out the PDF and submit it to info@visionsusa.org or send the application to the Visions USA staff member you are working with.

PC User:

- Open the PDF with Adobe Reader. Please make sure you have the latest version of Adobe Reader! If you need to download Adobe onto your laptop or computer, it is easy and free: <http://get.adobe.com/reader>
- Save the application template onto your desktop using "File"- "Export as a PDF" and make sure to change the name of the PDF to your name; ex. Codinach Application.pdf).
- Fill out the application and submit it to info@visionsusa.org or send the application to the Visions USA staff member you are working with.

Note Student Application only: When uploading your smiling headshot on the "Student Portrait" page, please make sure the photo is saved as a PDF! The template would not allow you to upload a photo in any other format.

Tips for using the Photo Pages

Right click and choose a specific photo for the upload. Photos should upload in the correct size matching the frame.

Don't forget to use captions! Captions make a photo album much more interesting and personal. Also please pick photos on which viewers can recognize you. They should be in sharp, good quality. Students use close-up shots of themselves, host families should mix portraits with photos that show the entire family.

Need assistance or have questions regarding your applications: Please contact the Visions USA staff!