



Cambridge Network Host Family Referral Program

FAQ and Program Rules

FAQ

Q: How does the referral program work?

Cambridge Network is always looking for new families to host international students. We will pay you a referral bonus if you refer a host family that gets matched and hosts a student for more than 30 consecutive days.

Q: How much is the referral bonus?

Currently, the referral bonus is \$500. Cambridge Network reserves the right to change this amount at its discretion.

Q: Who is considered a referral?

Only friends and family. You may only send referral messages to close friends and family members who do not live with you in the same household.

Q: Can I refer a member of my family?

You can refer a member of your family as long as they aren't a member of your household. For example, you can refer a cousin who does not live with you, but you cannot refer a sibling who lives with you in your home.

Q: Can I refer myself?

No. Our referral program is only for referring other people.

Q: What if I work at a school that partners with Cambridge Network?

The employees of a school that partners with Cambridge Network are eligible for the referral bonus.

Q: Can I refer a Cambridge Network employee and their immediate family members?

No. Our referral program is only for referring people who are outside of the Cambridge Network, including employees and their immediate family members.

Q: What are the qualifications for a host family?

The qualifications vary somewhat from area to area, but they include that the main host parent be 25 years of age or older, live no more than 45 minutes from the student's school, provide a separate



bedroom for the student, provide transportation to and from school, and provide or facilitate three meals per day for the student.

Q: Do host families get paid?

Yes. Host families receive a stipend to offset the cost of hosting a student.

Q: What happens if two people refer the same family?

Only one person can receive a referral bonus per accepted host family. Cambridge Network reserves the right to decide who is the rightful recipient of the referral bonus in the case that more than one person refers the same family.

Q: How do I make sure I will get paid for the referral?

A prospective host family must put your name, email, and phone number on their host family application for you to receive credit for their referral.

Q: Can I refer the same family twice?

No, you can only refer a family once, regardless of whether they are deemed eligible or ineligible to be a host family at that time.

Q: How does Cambridge Network deliver the referral bonus?

If we notify you that you are eligible to receive a referral bonus, you must complete a W-9 and provide us with your direct deposit information to receive your bonus. You will be contacted up to a maximum of three times after you have earned the referral bonus. The referral bonus shall be deemed forfeited by you if you do not complete necessary documents within ten calendar days after Cambridge Network's third contact attempt.

Q: How often is the referral bonus paid out?

Referral bonuses will be paid out four times per year. In order to be eligible, your referred host must be matched with a student and have hosted the student for at least 30 consecutive days. Once your referred host reaches the 30-day mark you are considered *eligible*.

If you become eligible between...	You will be paid in
September - November	January
December - February	April
March - May	July
June - August	October

For example: John Doe refers Jane Smith. Jane Smith get matched with a student on November 15th.



Jane hosts her student past December 15th, which makes John *eligible*. Since John Doe became eligible between December – February, John Doe will receive the referral bonus the first week of April.

Q: Are there any qualifications for me as the referrer?

Yes. You must be at least 18 years of age and a legal resident of the United States.

Q: How long do students stay with host families?

Program durations vary, but most often students stay for a semester or the entire school year (roughly nine months). The host family you refer must host a Cambridge Network student for more than 30 days when they are first matched for you to qualify for the referral bonus.

Q: How old are the students?

Students vary in age, but most are either high school- or college-aged, generally between 15 and 22 years of age.



Program Rules

Program Overview

The Cambridge Network Host Family Referral Program rewards people who refer close friends, family or personal contacts to be host families for international students studying in the U.S.

To be eligible to receive a referral bonus as a referrer, you must be both a legal resident of the United States and at least 18 years old.

The Referral Bonus

You can receive a referral bonus of \$500 for each eligible host family you refer. Only one person can receive a referral bonus for each family referred. In the event that multiple people claim credit for a particular referral, Cambridge Network has full discretion to determine which person earned the referral according to Cambridge Network's systems.

Please note that the referral bonus and the reward criteria are set by Cambridge Network and are subject to change at any time. The reward criteria may vary by market or within a particular market. Cambridge Network, at its sole discretion, may make available certain promotions with different reward criteria or referral bonus to other users or prospective users.

Cambridge Network reserves the right to withhold or deduct referral bonuses obtained through the referral program in the event that Cambridge Network determines or believes that the receipt of the referral bonus was in error, fraudulent, illegal, or in violation of these referral program rules.

How to Refer Host Families

You can refer your friends, family or contacts to become eligible host families via the Cambridge Network website.

An eligible host family is defined as a host family referred by you, who has not hosted previously for Cambridge Network, and who, upon initial match, then hosts a student for more than 30 days.

The following criteria must ALL be met in order for you to be eligible to receive a referral bonus:

- The person you refer must be at least 25 years old.
- The person you refer cannot be an existing employee of Cambridge Network or an immediate family member of an employee of Cambridge Network.



- The referred host family must be approved as an official host family of Cambridge Network.
- The referred host family is matched with a Cambridge Network student for the first time and hosts the student for more than 30 days.
- The referred host family must have indicated the referrer's full name, email, and phone number on their host family application.
- You, as the referrer, must provide a completed W-9 and direct deposit information to Cambridge Network when you are notified that you are entitled to receive a referral bonus. You will be contacted up to a maximum of three times after you have earned the referral bonus. The referral bonus shall be deemed forfeited by you if you do not complete necessary documents within ten calendar days after Cambridge Network's third contact attempt.

Payout Period

Referral bonuses will be paid four times per year. For host families matched with Cambridge Network students between September and November, the referral bonus will be paid out in January. For host families matched with Cambridge Network students between December and February, the referral bonus will be paid out in April. For host families matched with Cambridge Network students between March and May, the referral bonus will be paid out in July. For host families matched with Cambridge Network students between June and August, the referral bonus will be paid out in October.

Regulations

The following activities are not permitted in the referral program:

- a. Spamming.** "Spamming" anyone with invitations to join the Cambridge Network community is not permitted and Cambridge Network will remain compliant with CAN-SPAM, the TCPA, and other applicable laws at all times.
- b. Use of scripts, programs, or automatic dialers.** Creating or using any script, program, bots, predictive dialers, or other automated systems to facilitate the sending of invitations or communications to any person is not permitted.
- c. Misrepresentations.** Making any misrepresentations concerning Cambridge Network or the characteristics or qualification requirements for any referral bonus is not permitted. As Cambridge Network may change the characteristics or qualification requirements for the referral bonus at its discretion, representing any fixed characteristics (e.g., amount of Cambridge Network credit, expiration date) is not permitted.
- d. Advertising.** Paying to advertise the referral program, including but not limited to on Google, Facebook, Twitter, Bing and Craigslist, is not permitted for any persons not directly employed



by Cambridge Network.

- e. Fraud or abuse.** Defrauding or abusing (or attempting to defraud or abuse) Cambridge Network, the terms of the Cambridge Network Host Family Referral Program, or any invited users is not permitted.

If any of these restrictions are violated, Cambridge Network may, at its discretion, remove your eligibility to participate in the referral program, and/or deny you any referral bonus earned in violation of, or suspected violation of, these restrictions.

Referrers cannot earn referral bonuses for referring themselves to become a host family and cannot earn referral bonuses for referring members of their own household.

All Cambridge Network promotions run for a limited time only, and are subject to change at Cambridge Network's discretion.

Cambridge Network employees and their immediate family members are subject to the Cambridge Network Host Family Referral Program Rules for Employees.