

TRAVEL INFORMATION FORM

Complete this form when travelling with homestay parents or natural parents within British Columbia

This Travel Information Form must be submitted **1 week** before departure date.

Today's Date: _____

Student Name: _____ D.O.B. _____

First

Last

dd/mm/yyyy

Homestay Family: _____ School: _____

First

Last

Travel within British Columbia

(Outside of Central Okanagan school zone but within British Columbia with homestay or natural parent)

Departure Date: _____ Return Date: _____

List the name and contact for ALL homestay parents or natural parents the student will be travelling with.

Full Name of homestay parent(s) or natural parent(s)	Parent Phone Number

Briefly describe the purpose or reason for the trip and planned activities

Accommodation *List accommodation for the trip.*

Date		✓	Type	Details
To:	From:		Private Residence	Name (if hotel):
			Hotel	Address:
			Other	Phone:

Transportation Type *Check all that apply.*

_____ Aircraft..... *List details of flight on the next page.*

_____ Commercial Vehicle..... Company details: _____

_____ Private Vehicle..... Vehicle owner: _____

_____ Other..... Details: _____

Flight Information

Note: All flight information (airline names, flight numbers, departure times, etc.) including any connecting flights, will need to be provided once they are booked if approval is granted for the travel request.

List the flight information for TRAVEL TO DESTINATION.

Departure from KELOWNA to: _____ on: _____ at: _____ <i>City or airport</i> <i>DD/MM/YYYY</i> <i>Departure time</i>
arriving: _____ on flight: _____ <i>Arrival time</i> <i>Airline</i> <i>Flight Number</i>

If the above flight does not take the student directly from Kelowna to the final travel destination, list ALL the connecting flights in the space below.

Use only the spaces needed (i.e., not all spaces may be used depending on the travel itinerary).

Flight 2 (connecting flight to destination)

From: _____ to: _____ on: _____ <i>Departure city or airport</i> <i>Arrival city or airport (FINAL destination)</i> <i>DD/MM/YYYY</i>
Leaving at: _____ on flight: _____ arriving at: _____ <i>Departure time</i> <i>Airline</i> <i>Flight Number</i> <i>Arrival time</i>

List ANY connecting flights for the RETURN trip in the space(s) below.

Flight 3 (connecting flight from trip destination)

From: _____ to: _____ on: _____ <i>FINAL Destination city or airport</i> <i>Arrival city or airport</i> <i>DD/MM/YYYY</i>
Leaving at: _____ on flight: _____ arriving at: _____ <i>Departure time</i> <i>Airline</i> <i>Flight Number</i> <i>Arrival time</i>

List the information for the (final) flight on which the student will RETURN TO KELOWNA.

Departure from: _____ to KELOWNA on: _____ at: _____ <i>City or airport</i> <i>DD/MM/YYYY</i> <i>Departure time</i>
arriving: _____ on flight: _____ <i>Arrival time</i> <i>Airline</i> <i>Flight Number</i>

Will the student participate in any of the following activities during the trip? Check ANY that apply.

- | | | |
|------------------------------------------------|--------------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> Aerial gymnastics | <input type="checkbox"/> Archery | <input type="checkbox"/> Canoeing |
| <input type="checkbox"/> Fencing | <input type="checkbox"/> Hot air ballooning (tethered) | <input type="checkbox"/> Kayaking |
| <input type="checkbox"/> Rock/wall climbing | <input type="checkbox"/> Rodeo | <input type="checkbox"/> Scuba Diving |
| <input type="checkbox"/> Skiing | <input type="checkbox"/> Snowboarding | <input type="checkbox"/> Stage fighting |
| <input type="checkbox"/> Swimming (open water) | <input type="checkbox"/> Trail (Horse) Riding | <input type="checkbox"/> Tubing or tobogganing |
| <input type="checkbox"/> Whitewater rafting | <input type="checkbox"/> Zip lining | |

The above activities are listed as restricted activities in district Policy 525A. If the student is hoping to participate in these, or other activities listed in **Policy 525A**, please consult with International Education Program staff prior to submitting this form.

Note: International students are not permitted to drive any type of motorized vehicle (car, motorcycle, boat, watercraft, etc.).

Any additional notes regarding this Travel Request

As the HOMESTAY PARENT, I am aware of the travel plans outlined on this Travel Request Form.

Homestay Parent Signature: _____ Date: _____
 Printed Name: _____

As the NATURAL PARENT, I give permission for my child to participate in travel plans outlined on this Travel Request Form.

Natural Parent Signature: _____ Date: _____
 Printed Name: _____

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Request status		Approved		Pending		Denied
Agent contacted		YES		NO		
School contacted		YES		NO		Not Applicable
Travel details confirmed (all flights, addresses, etc.)		YES				
Input in Student File in True North		YES		NO		
International Education Program staff	Signature: _____			Date: _____		