

# FIELD STUDY TRIP INFORMATION FORM

Complete this form when participating in school field study or trip.

This Trip Information Form must be submitted **<u>1 week</u>** prior to departure date.

Today's Date:	
Student Name:	D.O.B
First   Last     Host Family Name:	dd/mm/yyyy
First Last	
Travelling for field stu	dy or trip through school
Departure Date:	Return Date:
Departure Time:	Return Time:
Class, team, or club travelling with:	
Teacher supervisor (listed on field study form):	
The Level of Field Study (this can be found on the peri	mission form provided by the teacher)
Level 1 Level 2 Level 3	Level 4 Level 5
	International Education Administrator signs permission form
Describe the purpose or reason for the trip and the	nlannad activitios
Describe the purpose of reason for the trip and the	
Trip Details	
Destination details:	
Transportation details:	
Accommodations details:	
If away overnight	
As the HOMESTAY PARENT, I am aware of the trip outlined	above and on the Field Study form provided by the school.
Homestay Parent Signature:	Date:
Printed Name:	

# **Field Study Levels**

The level of Field Study is indicated on the top of the permission form sent home by the teacher. Further information and questions about field studies can be directed to the International Teacher at the school, or Homestay Coordinator.

## Permission Form Signature: Homestay parent

## Level 1 (REGIONAL, LOW RISK DAY STUDIES)

**Examples:** Parks, farms, museums, concerts, plays, sporting events, water slides, indoor climbing, City Hall, swimming in supervised pools with certified lifeguards such as Parkinson Recreation Centre pool and other municipal pools.

#### Level 2 (PROVINCIAL, OVERNIGHT STUDIES)

**Examples:** Overnight sports tournaments or games, overnight field studies, e.g. Aquarium, Science World, band retreats, music tours, overnight stays in school gymnasiums or libraries, retreats that do not involve outdoor adventure activities within BC.

## Level 3 (PROVINCIAL, MEDIUM-RISK STUDIES)

**Examples**: Ice skating, road cycling, mountain biking (no extreme riding), cross country skiing within controlled ski areas, downhill skiing and snowboarding (as per guidelines specified in Policy 525R), swimming within designated swim areas at local beaches in the presence of a qualified lifeguard, Learn to Sail and other similar sailing lessons at approved facilities with certified instructors; introduction to canoeing and kayaking with a qualified instructor on local lakes; dragon boating with an approved trainer on local lakes.

#### Permission Form Signature: International Education Administrator

#### Level 4 (PROVINCIAL, OUTDOOR ADVENTURE)

**Examples:** Adventure hiking, canoeing, kayaking, retreats which involve outdoor activities, swimming in natural settings with certified lifeguards, wilderness orienteering, camping, rock climbing (top rope).

#### Level 5 (OUT OF PROVINCE)

Any field study for any length of time which takes place outside the Province of British Columbia (including international travel).

*Refer to district Policies 525, 525R, and 525A for further information about field studies.* 



# **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/yyy	
Homestay Family:		School:	
First	Last		
	<b>Travel within British</b>	i Columbia	
(Outside of Central Okanagan	school zone but within Britis	h Columbia with homestay or natural	parent)
Departure Date:		Return Date:	
_		I parents the student will be travelling	y with.
Full Name of homestay parent(s	) or natural parent(s)	Parent Phone Number	
		·	
Briefly describe the purpose or r	eason for the trip and plan	ned activities	

#### **Accommodation** *List accommodation for the trip.*

Da	ate	$\checkmark$	Туре	Details
То:	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:\_\_\_\_\_

**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 TRA	VEL TO DESTINATION.		
Departure from <b>KELOWNA</b> to:		on:	at:
arriving:	on val time	flight:	Elight Number
	t take the student dired in the space below.	ctly from Kelowna t	to the final travel destination, list
Flight 2 (connecting flight to	o destination)		
From:	to:		on:
From:	Arrival city	y or airport (FINAL destinatio	on) DD/MM/YYYY
Leaving at:	_ on flight:		arriving at:
Departure time	Airline	Flight Number	Arrival time
Flight 3 (connecting flight fi From:		u or aimart	on:
Leaving at: Departure time	_ On flight: Airline	Flight Number	arriving at: Arrival time
List the information for the (final,			
City or airport		DD/MM/YYY	at: <i>Departure time</i>
arriving:	on flight:		
Arrival ti	ime Air	rline Flight Num	ber
Will the student participate	in any of the follow	ving activities du	ring the trip? Check ANY that apply.
Aerial gymnastics	Archery		Canoeing
Fencing		ning (tethered)	Kayaking
Rock/wall climbing	Rodeo		Scuba Diving
Skiing	Snowboarding		Stage fighting
Swimming (open water)	Trail (Horse) R		Tubing or tobogganing
Whitewater rafting	Zip lining		
			is hoping to participate in these, or other 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 Trav	vel 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:	

FOR OFFICE USE ONLY				
Request status	Approved	Pending	Denied	
Agent contacted	YES	NO		
School contacted	YES	NO	Not Applicable	
Travel details confirmed (all flights, add	YES			
Input in Student File in True North		YES	NO	
International Education Program staff Signature:			Date:	



# **TRAVEL REQUEST FORM**

## Complete this form when travelling with homestay parent or natural parent within Canada but outside B.C.

This Travel Information Form must be submitted **2 weeks** before departure date.

Today's Date:				
Student Name: _			D.O.B.	
	First	Last		dd/mm/yyyy
Homestay Family	y:		School:	
	First	Last		
		Travel with	in Canada	
(Outs	side of British Colu	umbia but within Canao	da with homestay parent or n	atural parent)
Departure Date:			Return Date:	
List the name an	d contact for ALL	homestav parents or n	atural parents the student wi	ll be travellina 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.*

D	ate	$\checkmark$	Туре	Details
То:	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:\_\_\_\_\_

**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 TRA	VEL TO DESTINATION.		
Departure from <b>KELOWNA</b> to:		on:	at:
arriving:	on val time	flight:	Elight Number
	t take the student dired in the space below.	ctly from Kelowna t	to the final travel destination, list
Flight 2 (connecting flight to	o destination)		
From:	to:		on:
From:	Arrival city	y or airport (FINAL destinatio	on) DD/MM/YYYY
Leaving at:	_ on flight:		arriving at:
Departure time	Airline	Flight Number	Arrival time
Flight 3 (connecting flight fi From:		u or aimart	on:
Leaving at: Departure time	_ On flight: Airline	Flight Number	arriving at: Arrival time
List the information for the (final,			
City or airport		DD/MM/YYY	at: <i>Departure time</i>
arriving:	on flight:		
Arrival ti	ime Air	rline Flight Num	ber
Will the student participate	in any of the follow	ving activities du	ring the trip? Check ANY that apply.
Aerial gymnastics	Archery		Canoeing
Fencing		ning (tethered)	Kayaking
Rock/wall climbing	Rodeo		Scuba Diving
Skiing	Snowboarding		Stage fighting
Swimming (open water)	Trail (Horse) R		Tubing or tobogganing
Whitewater rafting	Zip lining		
			is hoping to participate in these, or other 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 Trav	vel 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:	

FOR OFFICE USE ONLY				
Request status		Approved	Pending	Denied
Agent contacted		YES	NO	
School contacted	YES	NO	Not Applicable	
Travel details confirmed (all flights, add	YES			
Input in Student File in True North	YES	NO		
International Education Program staff Signature:			Date:	



# **TRAVEL REQUEST FORM**

Complete this form when travelling WITH host parents or natural parents outside Canada.

This Travel Request Form must be submitted **<u>2 weeks</u>** before departure date.

Today's Date:	:			
Student Nam	e:		D.O.B.	
	First	Last		dd/mm/yyyy
Homestay Fai	mily:		School:	
	First	Last		
		Travel outside	Canada	
	(Outside	e of Canada with homestay	parent or natural parent)	
Departure Da	te:		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.*

Da	ate	$\checkmark$	Туре	Details
То:	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:\_\_\_\_\_\_

**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.

eparture from <b>KELOWNA</b> to:		on:	at: Departure time
	City or airport	DD/MM/YYYY	Departure time
arriving:	Arrival time	on flight:	
If the above flight does a ALL the connecting fligh Use only the spaces needed (i	ts in the space below.		to the final travel destination, list
Flight 2 (connecting fligh	it to destination)		
From:	to:		on:
Departure city or airpo	rt Arrival	city or airport (FINAL destinati	on) DD/MM/YYYY
Leaving at:	on flight:		arriving at:
Departure time	Airline	Flight Number	Arrival time
From:	to:		on:
From:	or airport Arrival	city or airport	on:
			on: DD/MM/YYYY arriving at: 
Leaving at:	on flight:	Flight Number	arriving at: Arrival time
Leaving at:	on flight:	Flight Number <i>student will RETURN</i> DWNA on:	arriving at: Arrival time TO KELOWNA. at:
Leaving at:	on flight:	Flight Number	arriving at: Arrival time TO KELOWNA. at:
Leaving at:	on flight: Airline mal) flight on which the to KELO	Flight Number <b>student will RETURN</b> <b>DWNA</b> on: DD/MM/YYY	arriving at: <i>Arrival time</i> <b>TO KELOWNA.</b> at: <i>Departure time</i>
Leaving at:	on flight: Airline mal) flight on which the to KELO	Flight Number <b>student will RETURN</b> <b>DWNA</b> on: DD/MM/YYY	arriving at: <i>Arrival time</i> <b>TO KELOWNA.</b> at: <i>Departure time</i>
Leaving at: <i>Ist the information for the (fin</i> peparture from: <i>City or airport</i> arriving: <i>Arriv</i>	on flight: Airline mal) flight on which the to KELO to KELO on flight: al time	Flight Number  student will RETURN  WNA on: DD/MM/YYY  Airline Flight Num	arriving at: <i>Arrival time</i> <b>TO KELOWNA.</b> at: <i>Departure time</i> <i>ber</i>
Leaving at: <i>Ist the information for the (fin</i> peparture from: <i>City or airport</i> arriving: <i>Arriv</i>	on flight: Airline mal) flight on which the to KELO to KELO on flight: al time	Flight Number  student will RETURN  WNA on: DD/MM/YYY  Airline Flight Num	arriving at: <i>Arrival time</i> <b>TO KELOWNA.</b> at: <i>Departure time</i> <i>ber</i>
Leaving at:	on flight: <i>Airline</i> <i>Airline</i> to KELO to KELO on flight: al time te in any of the follo Archery	Flight Number  student will RETURN  WNA on: DD/MM/YYY  Airline Flight Num	arriving at: <i>Arrival time</i> TO KELOWNAat: Y Departure time ber
Leaving at: <i>Departure time</i> <i>Departure time <i>Departure time time time time time time time </i></i>	on flight: <i>Airline</i> <i>Airline</i> to KELO to KELO on flight: al time te in any of the follo Archery	Flight Number  student will RETURN  WNA on: DD/MM/YYY  Airline Flight Num  wing activities du	arriving at: Arrival timeat:at:at:at:at:at:at:
Leaving at: <i>Departure time</i> <i>Departure time</i> <i>Departure time</i> <i>ist the information for the (fin</i> <i>Departure time</i> <i>City or airport</i> <i>arriving:</i> <i>Arriv</i> <i>Arriv</i> <b>Vill the student participat</b> Aerial gymnastics Fencing	on flight: <i>Airline Airline to KELO to KELO al time to n flight: te in any of the follo  Archery  Hot air ballo</i>	Flight Number         student will RETURN         OWNA on:         DD/MM/YYY         Airline         Flight Num         owing activities due         poning (tethered)	arriving at: Arrival timeat:
Leaving at: <i>Departure time</i> <i>ist the information for the (fin</i> peparture from: <i>City or airport</i> arriving: <i>Arriv</i> <b>Vill the student participat</b> Aerial gymnastics Fencing Rock/wall climbing	on flight: <i>Airline Airline to KELO to KELO al time to flight: te in any of the follo  Archery  Hot air ballo  Rodeo</i>	Flight Number         student will RETURN         OWNA on:	arriving at: Arrival timeat:

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

Any additional notes regarding this Travel Request	
As the HOMESTAY PARENT, I am aware of the travel plans outlined on this Trav	val Paquact Form
As the HOMESTAT FARENT, Tull uwure of the traver pluits outlined on this Hu	ver nequest ronn.
Homestay Parent Signature:	Date:
Printed Name:	
As the NATURAL PARENT, I give permission for my child to participate in travel Form. I have reviewed the itinerary, and I will ensure that my child has the nec	
documentation required for this travel.	essary visa(s), vana study Permit, and
Natural Parent Signature:	Date:
Printed Name:	
Natural Parent Signature: Printed Name:	

Out of Canada travel for international students requires specific documentation to be provided for re-entry into Canada.

FOR OFFICE USE ONLY						
Request status			roved		Pending	Denied
Agent contacted					NO	
School contacted					NO	Not Applicable
Travel details confirmed (all flights, addresses, etc.)						
Immigration Letter required		YES			NO	
Immigration Letter issued	YES		Date	issued:		
Input in Student File in True North	YES			NO		
International Education Program staff Signature:				Date	:	



# **TRAVEL INFORMATION FORM**

Complete this form when <u>travelling alone</u> to meet natural parents.

This Travel Information Form must be submitted **<u>2 weeks</u>** prior to departure date.

Today's Date:				
Student Name:			D.O.B	
First	Last			dd/mm/yyyy
Host Family Name:			School:	
First	Last			
Trave	elling alone to m	leet natur	al parents	
(Outsi	ide of the Central Oka	nagan Public	School zone)	
Travelling alone to meet natu	ural parents:	At home	In Canada	Outside of Canada (not home country)
Departure Date:		Return	Date:	
List the name and contact for natu	ral parents the studen	t will be mee	ting.	
Full Name of host parent(s) or na	atural parent(s)		Parent Phone	Number

Describe the purpose or reason for the trip and planned activities						

#### **Accommodation** *List accommodation for the trip.*

D	ate	$\checkmark$	Туре	Details
То:	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:\_\_\_\_\_\_

**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: DD/MM/YYYY Departure time City or airport arriving: \_\_\_\_\_ on flight: Airline Arrival time Flight Number 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) to: From: on: DD/MM/YYYY Departure city or airport Arrival city or airport (FINAL destination) \_ on flight: \_ Leaving at: \_\_\_\_\_ arriving at: \_ Departure time Flight Number Airline Arrival time

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

Flight 3 (connecting flight from trip destination)							
From:	to:			on:			
Destination city or airport		Arrival city	or airport	DD/MM/YYYY			
Leaving at:	on flight:			arriving at:			
Departure time		Airline	Flight Number	Arrival time			

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

Departure from:	to <b>KEL</b>	OWNA on:		at:				
City or airport			DD/MM/YYYY	Departure time				
arriving:	on flight:							
			Flight Number					
As the HOMESTAY PARENT, I am a	As the HOMESTAY PARENT, I am aware of the travel plans outlined on this Travel Request Form.							
Homestay Parent Signature:	Homestay Parent Signature: Date:							
Printed Name:								
As the NATURAL PARENT, I acknow reviewed the itinerary, and I will en required for this travel.			-					
I confirm that I will arrive at the ind	dicated destination PRIC	R to my chi	ld arriving.					
Natural Parent Signature:			Date:					
Printed Name:								



# **TRAVEL REQUEST FORM**

# Complete this form when requesting to travel with an <u>adult supervisor (at least 25 years of age)</u> other than host parent, natural parent, or district staff.

This Travel Request Form must be submitted **<u>2 weeks</u>** before departure date.

It is highly recommended that transportation and accommodation is NOT booked until a decision regarding the travel request is made.

Today's Date:				
Student Name:			D.O.B.	
First	Last			dd/mm/yyyy
Host Family Name:			School:	
First	Last			
Travel with SUPERVISOR ( (Any travel with a superviso		-	-	
Departure Date:		Return Da	te:	
The student intends to travel:				
With Supervisor the entire trip	Alone (to	and from) but will r	meet the super	rvisor at the destination
Information about the superviso Please note that the adult supervisor must			ng with.	
Supervisor Information				
Full Name of Supervisor		S	Supervisor Phon	e Number ( <i>on trip</i> )
Relationship to student		[	Date of Birth	
I understand that the above-listed supervis Okanagan International Education Program		gone the regular p	rocesses and ch	ecks of the Central
I give permission for my child to be supervi Travel Request Form.	ised by the above-l	isted individual du	ring the travel p	lans outlined on this
Signature of Natural Parent:			Date:	
Printed Name:				
Approval of Travel Requests are	at the discretion	of Central Okano	agan Internati	onal Program staff
Describe the purpose or reason for the	he trip and plann	ied activities		

#### Intended Travel Details

It is highly recommended that transportation and accommodation is NOT booked until a decision regarding the travel request is made.

#### **Intended 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:

#### **Intended 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 time arriving: \_\_\_\_\_\_ on flight: \_\_\_\_\_\_ 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) Departure city or airport to: on: Departure city or airport Arrival city or airport (FINAL destination) DD/MM/YYYY From: Departure time on flight: \_\_\_\_\_\_ Leaving at: \_\_\_\_\_ \_\_\_\_\_ arriving at: \_\_\_\_\_ Flight Number AI Arrival time *List ANY connecting flights for the RETURN trip in the space(s) below.* Flight 3 (connecting flight from trip destination) From: on: \_\_ \_\_\_ to: \_\_\_\_\_\_ Arrival city or airport FINAL Destination city or airport DD/MM/YYYY On flight: Departure time Airline Flight Number arriving at: \_ Leaving at: \_\_\_\_\_ Arrival time List the information for the (final) flight on which the student will RETURN TO KELOWNA. Departure from: to KELOWNA on: at:

City o	r airport			DD/MM/YYYY	Departure time
arrivii	ng:	on flight:			
	Arrival time		Airline	Flight Number	

# Intended Travel Details (cont.)

It is highly recommended that transportation and accommodation is NOT booked until a decision regarding the travel request is made.

D	ate	$\sim$	Туре	Details		
To:	From:		Private Residence	Name (if hotel):		
			Hotel	Address:		
			Other	Phone:		
Will the studer	nt narticinate in a	nv c	of the followin	g activities during the	trin? Check ANY that a	anly
				g detivities during the	-	jpiy.
Aerial gym	nastics		Archery		Canoeing	
Fencing			Hot air ba	allooning (tethered)	Kayaking	
Rock/wall o	climbing		Rodeo		Scuba Diving	
Skiing			Snowboa	rding	Stage fighting	
Swimming	(open water)		Trail (Hor	se) Riding	Tubing or tobo	ogganing
Whitewate	er rafting		Zip lining			
The above activities	are listed as restricted	activi	ities in district Policy	y 525A. If the student is hopin	g to participate in these, c	or other activities listed in
				al Education Program staff pr		
Note: Int	ernational students are	e not p	permitted to drive a	any type of motorized vehicle	(car, motorcycle, boat, wa	atercraft, etc.).
Any additiona	al notes regarding	g this	s Travel Reque	est		
As the HOST PAR	RENT Lacknowleda	ie thr	at I am aware of	f the requested travel pla	ins outlined on this Ti	ravel Request Form
	-		•	ion of the International E		arei negaeser onni
	ost Parent:			-	Date:	
					Dute	
Print	ed Name:					
			• •	to participate in travel p		
				rary, and I will ensure the	at my child has the ne	ecessary Visa(s),
	nit, and documenta					
I confirm that th	e adult supervisor v	will a	rrive at the dest	tination prior to my child	's arrival.	
Signature of Na	Signature of Natural Parent: Date:					
Dr	inted Name:					
FOR OFFICE USE Request status	ONLY			Approved	Pending	Denied
Agent contacted				YES	NO	Demed
School contacted				YES	NO	Not Applicable
Travel details con	nfirmed (all flights, a	ddres	ses, etc.)	YES		
Immigration Lett				YES	NO	
Immigration Lett	er issued			YES	Date issued:	
Input in Student	File in True North			YES	NO	
International Edu	ucation Program staf	fS	Signature:		Date:	

# Intended Accommodation List accommodation for the trip.



# **TRAVEL INFORMATION FORM – Confirmed Details**

Complete this form after your travel has been approved by the International Education Program.

This Travel Request Form must be completed **<u>no later than 1 week</u>** before departure.

Today's D	ate:		
Student N	lame:	Last	D.O.B
Host Fam	11100	Last	
	( <b>ALL</b> transpo		<b>ip Details</b> Indation for the trip must be indicated below)
Trip Depa	rture Date:		Trip Return Date:
Accomm		accommodation for the t	
To	Date Erom:	✓         Type           Private Residence	Details Name (if hotel):
To: From:	Hotel	Address:	
		Other	Phone:
То:	From:	Private Residence	Name (if hotel):
		Hotel	Address:
		Other	Phone:
Airc Com Priva	nmercial Vehicle ate Vehicle	. <i>List details of flight d</i> . Company details: . Vehicle owner:	on the next page.

As the HOST PARENT, I acknowledge that I am aware of the final travel details outlined on this form.

Signature of Host Parent: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name:

FOR OFFICE USE ONLY						
Travel details confirmed (all flights, add	resses, etc.)	YES				
Immigration Letter required		YES		NO		
Immigration Letter issued		YES	Date	Date issued:		
Input in Student File in True North		YES	NO			
International Education Program staff	Signature:		Date:			

**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.

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rture from <b>KELOWNA</b> to:	or girport		On:		at:
arriving:	altima	on fli	ght: Airline	Elight Number	-
Anny	in tillle		Airine	riigiit Nuilibei	
If the above flight does not ALL the connecting flights in Use only the spaces needed (i.e., i	n the space b	elow.			vel destination,
Flight 2 (connecting flight)					
From:	to:			on:	
From:		Arrival city or	r airport	DD/MN	Λ/ΥΥΥΥ
Leaving at:	on flight:			arriving at	:
Departure time		Airline	Flight Number		Arrival time
Flight 3 (to destination)					
From:	to:			on:	
From:		Arrival city or	airport (FINAL destinatio	on) DD/MN	1/ΥΥΥΥ
Leaving at:	on flight:			arriving at	:
Departure time		Airline	Flight Number		Arrival time
List ANY con	necting flight:	s for the RE	TURN trip in the	space(s) below	<i>.</i>
Flight 4 (from trip destination	on)				
From:	to:			on:	
Destination city or airport		Arrival city or	r airport	DD/MN	
Loouting of	on flight.			arriving at	
Leaving at:	. on ingite				•
Leaving at:	<u> </u>	Airline	Flight Number		Arrival time
Departure time         Flight 5 (connecting flight)	<u> </u>	Airline	Flight Number		Arrival time
Flight 5 (connecting flight)					

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

Departure from:		to <b>KEL</b>	OWNA or	ו:	at:
City or ai	rport			DD/MM/YYYY	Departure time
arriving:		on flight:			
	Arrival time		Airline	Flight Number	