

3.08 Student Travel Authorization

The following information is required when Inbound Students travel:

- (a) with persons other than members of their host family,
- (b) other than on an approved Rotary or school sponsored tour or other activity.

Student's name: _____ **Date:** _____

1. Financial Arrangements

- (a) Who is paying for the trip? _____
- (b) What are they paying for? _____
- (c) What are you paying for? _____
- (d) Other _____

2. Travel

- (a) How are you getting there? _____
- (b) With whom? _____
- (c) How are you getting back? _____
- (d) Who is paying the travel costs? _____

3. Accommodations

- (a) Who are you staying with? _____
- (b) How long are you staying? _____
- (c) What will you have to pay for? _____

4. Length of the Trip

- (a) How long will you be away? _____
- (b) What dates? From: _____ to _____

5. Contacts

- (1) Name: _____
Address: _____
Phone - H: _____ W: _____ Fax or e-mail: _____
From: _____ to _____

(2) Name: _____

Address: _____

Phone - H: _____ W: _____ Fax or e-mail: _____

From: _____ to _____

6. Approvals Required

(a) blanket or specific approval from parents [] Yes [] No

(b) approval by District Youth Exchange Committee

Vice Chair responsible for this student [] Yes [] No

(c) approval by the student's current host family [] Yes [] No

7. Other information relevant to the proposed travel:

Travel Approved []

Travel Not Approved []

By _____ Date _____
Club YEO or Counselor