



DISTRICT 5550 EXCHANGE STUDENT TRAVEL REQUEST

Students and Councilor Do not purchase tickets or commit funds to any trip before getting permission to travel.

Read travel rules on back of the sheet before application is completed?

Student Name _____ Host Club _____

Current Host Parents Name _____ Phone _____

Destination _____

Method of Travel _____

Who is student traveling with? _____

Departure Date _____ Destination Arrival Time _____

Return Home Date _____ Time of arrival _____

Rotarian? Yes ___ No ___ Host Parent? Yes ___ No ___ Other? _____

Destination Address _____

Who is meeting student at destination? _____

The student counselor at the destination place must confirm ALL above arrangements.

Has this been done? Yes _____ No _____

Other comments: _____

Permission Granted	Name (please print)	Signature(emails)
Club Student Counselor – <i>Note 1</i>		
Host Parents – <i>Note 1</i>		
Regional Ambassador – <i>Note 1</i>		
District Chairman – <i>Note 2</i>		
Natural Parents – <i>Note 2</i>		

Note 1: Travel within the district: Student’s host family and club counselor must approve all travel before submitting the application to the Regional Ambassador for approval.

Note2: Travel outside district: Need permission of the natural parents as well as the club counselor, host family and District YEP Chairman. You need to allow 2 weeks for travel approval when traveling outside the district. A final copy of the signed form must be emailed to the district chairman.

D5550yep@gmail.com For permission from natural parents a fax or email will be sufficient, and this must be stated in email to district chair as to how this has been verified

***: Students must not telephone Rotary Clubs in other cities looking for hosts. If you wish to try this option, you must have one of the members of your own Rotary Club make the enquiries for you.

10/2003

Date: _____

DISTRICT 5550 TRAVEL RULES FOR INBOUND EXCHANGE STUDENTS

The student's stay in Canada may provide opportunities for travel but it is important to remember that **Exchange Students were not sent here as tourists**. Their first responsibility is to meet and socialize, as much as possible, with students and families within their communities and, when appropriate, with other Exchange Students. The ambassadorial mission includes not only what they get from the Rotary Exchange but also what they give to it. Therefore, travel during their year in District 5550 is governed by the following rules, which students and parents must agree to before departure:

1. All travel must be done with:
 - a. a host family, a Rotarian family or a family approved by counsellor and District YE Chairman
 - b. a chaperoned school group; or
 - c. an organized and chaperoned tour approved by the District Youth Exchange Chairman.
2. All travel outside the normal bounds of the community must be approved **2 weeks** in advance by **the host family, your counsellor and the regional YEP committee member for your area**. (Members cottages, farms, etc. are considered within the normal bounds of the community, as are day trips with school or hosts for skiing, hiking, etc.)
3. All travel outside of District 5550 requires the specific written permission of the District Youth Exchange Chairman and the natural parents of the student, and must be conducted in accordance with paragraph 1 .
4. Any group travel with a non-school, non-Rotarian group must be approved in advance by the District Youth Exchange Chairman. If such permission is granted, permission in writing may be required from the student's natural parents and the Rotary Club counsellor. The Chairman may also require a letter from the tour organizer accepting the student on the tour.
5. Travel is normally permitted only during holiday time. Students must not miss more than 15 days of school during their year, including days missed for Rotary obligations.
6. If students want to travel with their own parents, it can only be done at the conclusion of their year or during July or August. All such travel must be in the company of their parents, with the parents accompanying the student on departure from their host family and returning the student to their host family.
7. In certain cases, to be decided on an individual basis by the District Youth Chairman with advice from the student's counsellor, permission may be given for a student to travel by airline to visit immediate family members in Canada or the U.S. The student must be accompanied by host parent or counsellor to the air terminal of departure, and must be met at the air terminal of arrival by a Rotarian or other responsible adult known to the counsellor or Chairman. Such trips will only be considered if:
 - a. the student is currently in good standing with club, school and host family and has the funds to pay for the return air fare;

- b. the student's parents have provided permission in writing, relieving District 5550 of any responsibility while the student is out of the District;
- c. the trip will not interfere with Rotary obligations (District Conference, etc.) or school; and
- d. the counsellor and District Chairman are convinced the trip is reasonable and safe.

REMEMBER - In all cases travel will be authorised only if it is safe in the eyes of the D5550 YE Committee.

Only two trips are guaranteed to our students, the one that brings them here to Canada and the one that will take them home.

This is a cultural and educational exchange, NOT a travel exchange. Exchange students should have no expectations of being a tourist. The Host Rotary club and Host Families are under no obligation to provide or permit it. However, some travel through the generosity of, and with, the Host club, individual Rotarians and Host Families is encouraged. **Under no circumstances shall students make their own travel arrangements and then expect the Host club and Host Family to agree. Inbound Exchange students must comply with this policy, and Host Families are asked to enforce it. Violations of this policy may be grounds for terminating the Exchange, and returning the student to his or her home country immediately.**

In summary, so there is no misunderstanding:

THERE WILL BE NO TRAVEL ALLOWED THAT HAS NOT BEEN APPROVED BY YOUR HOST PARENTS, CLUB COUNSELOR, AND THE DISTRICT 5550 YOUTH EXCHANGE COMMITTEE IN ACCORDANCE WITH THESE RULES.

We are not trying to prevent you from traveling nor to reduce your fun. However, Rotary is responsible for your safety and therefore must know where you are at all times.

TRAVEL APPROVAL REQUIREMENTS:

Travel, other than as part of your Host Family travel, will only be permitted under the following general conditions:

- Student possesses a letter from natural parents authorizing travel
- School is not in session (exceptions: school sponsored trip or Rotary sponsored trip)
- Travel is to visit relatives, other exchange students, host family relatives/friends, or for a school-, church-, or community-sponsored function.
- The following information is provided in advance and verified by a Host Parent:
 1. Where you are going
 2. When you are leaving and returning
 3. Who you are traveling with
 4. Means of transportation
 5. Where you are staying (name, address and phone number)

UNACCOMPANIED TRAVEL:

It is understood that the host parents will verify by personal conversation with whomever the student will be traveling or staying, all plans and itinerary for the travel.

There must be an individual at the destination who assumes full responsibility for the student, and who has been approved by the Host Parent, and if applicable, the Host Rotary club.

UNAUTHORIZED TRAVEL WILL RESULT IN THE STUDENT BEING RETURNED HOME

