

Here is some information about student travel. If your student would like to leave the district without their host family they require a travel request form to be filled out and approved a minimum 5 days prior to the anticipated travel. Students leaving the district with their host parents for four (4) or more nights must submit a Student Travel Request form for approval. Students leaving the district without their host parents for any length of time even for the afternoon must submit a student Travel Request form for approval. I hope the following information will help with your students trip planning.

\*The Campbell River School District extends from the Oyster River to Sayward and includes Mt Washington.

### **Travel Within North America**

- All forms must be completed and returned at least 5 business days prior to anticipated trip. The forms can either be returned to our International Office at Sandowne Elementary or via email at [international@sd72.bc.ca](mailto:international@sd72.bc.ca)
- There is a \$100 processing fee charged to the student per trip.
- Possible extra cost if additional medical coverage is required.
- Obtain natural parent consent
- Obtain agent consent
- If missing school days the agent must agree that there is no academic concerns. Students must make up all missed school work.

### **Travel Outside of North America**

- Forms must be completed and returned at least 6 business weeks prior to anticipated trip. The forms can either be returned to our International Office at Sandowne Elementary or via email at [natalie.macleod@sd72.bc.ca](mailto:natalie.macleod@sd72.bc.ca)
- There is a \$100 processing fee charged to the student per trip.
- Possible extra cost if additional medical coverage is required.
- Obtain natural parent consent
- Obtain agent consent
- If missing school days the agent must agree that there is no academic concerns. Students must make up all missed school work.
- Student must check to see if they require a VISA to travel to destination. If a VISA is required it is up to the student to apply and they are responsible for any cost associated with this process.

All Taiwanese students that are traveling by air to the USA must apply for an ESTA (Electronic System for Travel Authorization). Please follow the provided link to apply

<https://esta.cbp.dhs.gov/esta/application.html?execution=elsl#>

You will need to have this document translated and can be done so on the website. This document will cost \$14 USD.

### **Items to Remember to Travel With**

Students will need to have with them:

- Current Passport
- Current Study Permit
- Two Custodianship Declarations- one called "parents" signed by our natural parents/one called "Custodian" signed by Lori Kobelak or Kim Glen.
- Your approved Student Travel Form
- Guard.Me Insurance card or your MSP card

It is also a good idea to bring your Letter of Acceptance into Campbell River Schools, Emergency phone numbers for the International program, Host Parent's contact information.

**Note: Students who travel out-of-district without the approval of Campbell River Schools International will face disciplinary action. This could include dismissal from the program.**