



TRAVEL REQUEST/PERMISSION FORM GUIDELINES

A TRAVEL REQUEST/PERMISSION FORM IS REQUIRED FOR THE FOLLOWING:

Travel OUTSIDE OF BRITISH COLUMBIA, accompanied by the Host Family
Complete SECTIONS 1 AND 2 on the Travel Request/Permission Form

Overnight travel OUTSIDE OF THE LOCAL COMMUNITY, unaccompanied by the Host Family
* Responsible adult supervision (aged 25 or older) is required *
Complete SECTIONS 1 TO 4 on the Travel Request/Permission Form

Any travel which may involve HIGH RISK ACTIVITIES (excluding school/program sanctioned activities)

Be advised of StudyInsured Insurance Policy Exclusion 20:

This policy does not cover losses or expenses related in whole or in part, directly or indirectly to any of the following:

Injury resulting from participation in: professional athletics (for which you are remunerated); mountain climbing; aviation except as a fare-paying passenger on a commercial aircraft; hang gliding; sky diving; parachuting; bungee jumping; backcountry skiing/snowboarding; motorized speed events or contests; scuba diving unless PADI/NAUI certified or accompanied by a certified instructor.

Responsible Adult(s) accompanying the student is(are) expected to provide adequate supervision and ensure that students follow ALL RULES, REGULATIONS, AND SAFETY REQUIREMENTS when participating in any High-Risk Activities.

Complete SECTIONS 1 TO 4 on the Travel Request/Permission Form

Travel OUTSIDE OF CANADA

Any students traveling outside of Canada require a Consent Letter and Custodial Release Waiver. The Consent Letter may be requested by immigration authorities when entering or leaving a foreign country or by Canadian officials when re-entering Canada. The letter demonstrates that minors have permission to travel abroad from parents or guardians who are not accompanying them.

Once a request is received and the trip is approved, the ISP Administrator will issue a Consent Letter allowing students to travel internationally with their Homestay Family.

Required documents for travel outside of Canada:

- ☐ Parental Consent Letter (provided by ISP Administrator).
- ☐ Custodial Release Waiver
- ☐ Apply for a Travel Visa or ESTA (if required). Check requirements for each country.
- ☐ Check vaccine and Covid testing requirements for destination and return to Canada.
- ☐ Bring Passport, Study Permit, or Visa (if applicable).
- ☐ Bring StudyInsured card and BC Medical Services Plan Card (if enrolled).

Complete SECTIONS 1 TO 4 AND CUSTODIAL RELEASE WAIVER on the Travel Request/Permission Form

A TRAVEL REQUEST/PERMISSION FORM IS NOT REQUIRED FOR THE FOLLOWING

Travel WITHIN BRITISH COLUMBIA, accompanied by the Host Family

Travel with Natural Parents

Requests to travel with natural parents must be submitted, in writing, to the District Vice Principal of the International Student Program for review and approval at least **two weeks prior** to travel dates.

School/Program sanctioned activities

For any school sanctioned activities, each individual school will provide a Permission Form that the student must get signed by their Homestay Family (and/or Natural Parents) in advance of the planned activity.

Other travel unaccompanied by the Host Family

For **Day Trips** (e.g.: studying with friends, shopping, entertainment, sightseeing, etc.), Homestay Parents should exercise their best judgement in deciding whether to grant permission for their student(s) to participate.

Best practices include:

- Being aware of the planned activity.
- Knowing and approving who the student(s) will be with.
- Be able to contact the student(s) at any time.
- Provide clear expectations of conduct and curfew.

For **Overnight Trips Within the Local Community** (e.g.: sleepovers), responsible adult supervision (aged 25 or older) is required. Homestay Parents should exercise their best judgement in deciding whether to grant permission for their student(s) to participate.

Best practices include:

- Being aware of the planned activity.
 - Consulting with the Natural Parents about the planned activity.
 - Knowing and approving who the student(s) will be with.
 - Be able to contact the student(s) at any time.
 - Be able to contact the responsible adult at any time.
 - Provide clear expectations of conduct and curfew.
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If you have any questions regarding these guidelines, please contact
Catherine Freimark, Homestay Manager: catherine_freimark@sd33.bc.ca