

Permission to Travel for:

Student's Name

The Rotary Youth Exchange Program is NOT a travel program pursuant to both RI and US State Department rules. Any opportunity to travel is at the discretion of the Rotary DISTRICT and must be under the direct supervision of the host family, school, church or the hosting Rotary club/district. Direct supervision is accomplished by the physical presence of the supervisor on the trip. A student MUST NOT travel alone or be accompanied solely by other students. **The DISTRICT MUST approve all travel outside the boundaries of District 6630, including day trips.** The District is comprised of the following Ohio counties: Ashtabula, Cuyahoga, Geauga, Lake, Medina, Portage and Summit and the eastern fourth of Lorain County.

The written permission of the natural parents is required for travel outside the District. Check with the District Chair to see if the natural parents have already signed a blanket waiver for travel outside the District, which it has on file. Otherwise, the natural parents must grant permission in writing (an email will suffice), for each trip.

Note that students and parents have signed documents agreeing to these rules, which include an agreement to come to their host family/district directly and return by a direct route at the end of their experience. If the student is travelling out of the country, special arrangements must be made; Contact the District General Chair or Inbound Chair for instructions at least 60 days before the start date of the out of country trip.

An exchange student may be sent home for not following these rules.

An out of District travel request must be submitted to the District General Chair or the Inbound Chair on the following form at least 10 days prior to the requested date of travel.

Complete all applicable sections

Host Family Name: Phone:

Address:
Street City State Zip

Email: Departure Date: Return Date:

Will the student be missing school? Yes No If yes, how many days?

Purpose of Trip:

Destination/itinerary/accommodations*

Date(s)	Name/place of destination if day trip OR Where staying if overnight trip (Family, Hotel, etc.)	Address, including city/state	Phone # with area code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Attach additional sheets if necessary*

If traveling by car or van:

Name of adult driver(s) 21+ years of age:

Telephone number of adult driver:

Relation of adult driver to student and/or Rotary:

Make and year of car: License plate#

If traveling by plane or other commercial carrier:

Name of carrier

Flight or Route #:

Travelling with host family? Yes No If not, then who?

If applicable, Name of Organization:

Chaperone with whom student will travel and relation to student, or Rotary or to the organization:

Chaperone Address:
Street City State Zip

Cell # Email:

This Request Approved by:	Signature	Date
Mother <input type="checkbox"/> Check box if on file with District	s/	<input type="text"/>
Father <input type="checkbox"/> Check box if on file with District	s/	<input type="text"/>
School authority's signature (if school will be missed):	s/	<input type="text"/>
Host Mother	s/	<input type="text"/>
Host Father	s/	<input type="text"/>
Host Club YEO / Counselor	s/	<input type="text"/>
District General Chair or Inbound Chair	s/	<input type="text"/>