



# Permission to Travel

For \_\_\_\_\_(student)

All travel must be approved by the host District Youth Exchange Committee Chair, the host club, the host family and, for extended or distant trips, the student's own parents in writing, exempting Rotary of responsibility and liability. Students may not travel alone or be accompanied only by other students unless being met on each end by Rotarians or their host families.

**A complete itinerary (including the dates and times of travel, the method of travel, and any other information that needs to be consider) should come along with this form and be given to the Youth Exchange Committee Chair, the host club president and counselor.** District 3482 has an obligation to be able to reach any inbound student within 24 hours should the need arise. Use of this form is not required for weekend events sponsored or authorized by District 3482.

Read the TRYEX rule of Travel · Visits from home before signing the permission. (see the following pages for details). If all parties are not agreeable to the conditions, permission will not granted for the trip. DO NOT purchase any tickets until you have permission for the trip. Submit the paper 30 days in advance for your travel.

**Complete all applicable sections**

Host Family Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
*Street City 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**

<i>Dates</i>	<i>Where staying? (Family, Hotel, etc.)</i>	<i>Address, including city/country</i>	<i>Phone # with area code</i>

**If *not* traveling with host parents (i.e. Rotary approved trips, school trips):**

Name of Organization: \_\_\_\_\_

Chaperone with whom student will travel: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**Approved by:**

	<b>Signature</b>	<b>Date</b>
The person the student intends to visit		
Natural Mother		
Natural Father		
Sponsor Rotary club president		
Sponsor Rotary club counselor		
Sponsor District Youth Exchange Committee Chair		
Host family		
Host School authority (if school will be missed):		
Host Rotary Club president		
Host Rotary Club counselor		
Host District Youth Exchange Committee Chair		

## **Rules and Regulations for TRYEX Students (Multidistrict of RI D3481, D3482, D3501 and D3502)**

### **C. Travel**

1. Traveling abroad is not allowed unless it is planned by the host club, host family or host school but subject to host district RYE committee's prior approval.
2. Travel plans should not be in conflict with studying or Rotary club activities.
3. You can travel alone provided that there are Rotarians at both departure/arrival locations.
4. If you travel within the host district, you should get the approvals from the host club and host family first. However, if you want to travel beyond the host district, then besides the approvals mentioned above, you should report to local Youth Exchange Committee through your counselor. The Committee will decide whether your sponsor club's and your own parents' written approval are required. Travel within the member districts of TRYEX does not consider as a crossing district travel. However, students still need to follow the travelling rules and get the approval in advance. (Students may travel within Taipei City, New Taipei City, Taoyuan, Hsinchu, Miaoli excluding Kinmen)
5. You are responsible for all expenses for travels or field trips arranged by Rotary or school unless otherwise stated. You can have your own parents remit money to you after your arrival.

### **D: Visits from home**

1. Visits by your parents/relatives while you are in the program are strongly discouraged. Whereas the visit within the last quarter of exchange is acceptable. The application document must be signed by your parents/ sponsor club/ counselor of sponsor club and get the consent of local Youth Exchange Committee in advance. The application document should indicate: visitor's name/ purpose/ period/ schedule.
2. Parent visits during any holidays are not allowed. Students should refrain from lengthy absence from school or imposing a burden on host families.
3. Sibling or friend visits are only allowed in the company of your parent(s).
4. Any visit from home must be discussed with, and consented by **host district Youth Exchange Committee**, host Rotary club counselor and host family. Surprised visits are not allowed.
5. Consent to visit must be obtained from the sponsor district, country contact and the host district Youth Exchange Committee. The final decision is to be made by host district Youth Exchange Committee.

**Do not make any travel arrangement before visit is approved by host district YE Committee.**