

International Student Permission to Travel



Association for Teen-Age Diplomats

If your International Student will be traveling out of town for more than 24 hours, it is necessary to first submit the required documentation (listed below) and obtain approval from the ATAD Program Chair. This is not intended to make it difficult for the International Student and Host Family to travel, but rather is to ensure the safety of the International Student and compliance with ATAD's rules and policies. Further, it is vital that ATAD be able to reach the International Student within 24 hours in case of an emergency, as communicated to the exchange student and their natural family.

This form should be submitted at least one week before traveling. Completing this form does not automatically give permission for the International Student to travel. **Permission to travel is granted ONLY AFTER the Program Chair signs the form and returns a copy to you.** When making travel plans, please keep in mind that the ATAD Program Chair must approve the trip before it can be finalized, particularly when plans may not be easily modified.

TYPE OF TRAVEL

DOCUMENTATION REQUIRED (Please attach as appropriate.)

With host family

Completion of this form, including all signatures on page 2.

With school or extracurricular group

Completion of this form, including all signatures on page 2.
Written permission from natural family.
Letter of acceptance from sponsoring group for student to participate.

Independent travel

Completion of this form, including all signatures on page 2.
Written permission from ATAD Program Chair.
Written permission from host parents.
Written permission from natural parents.
Written invitation from individuals inviting student.
Written permission from the school if the travel will require missing school.

Student Name: _____ Host Family Name: _____

Host Family's telephone number: _____

Telephone number to reach student during travel: _____

Departure date: _____ Return date: _____

Will the student be missing school? yes no If yes, how many days? _____

Destination/Itinerary (including dates if student will be traveling to more than one location):

Dates _____ Location (city, state) _____ Name of family, hotel, camp, etc. _____

IF TRAVELING BY PERSONAL VEHICLE:

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

Make and year of car: _____ License plate number: _____

IF TRAVELING BY PLANE, TRAIN, BUS, OR OTHER COMMERCIAL CARRIER:

Name of carrier: _____ Flight or route number(s): _____

Is it a fully insured carrier with a professional operator? yes no

IF THE STUDENT WILL BE TRAVELING OUTSIDE THE UNITED STATES:

Country: _____ Does student have a visa, if required? yes no

Does student's U.S. visa allow multiple entries? yes no U.S. visa valid until: _____

Passport expiration date: _____

In addition to their passport, the student must travel with their DS-2019 form, which must have been signed by the ATAD State Department Responsible Officer within 6 months of the dates of travel!

IF NOT TRAVELING WITH HOST PARENT(S):

If this is a school or extracurricular group trip, name of sponsoring group: _____

Name of responsible adult* with whom student will *travel*: _____

Name of responsible adult* with whom student will *stay*: _____

Relationship of responsible adult* to host family or student: _____

* Responsible adult is someone who is 21 years old or older and will abide by and respect all ATAD rules and policies.

APPROVALS:

School authority's signature (if missing school): _____ Date: _____

Host parent's signature: _____ Date: _____

Program Chair's signature: _____ Date: _____

**** Be sure to take your ATAD ID card and student health insurance card with you on your trip! ****