

**THIS FORM SHOULD BE SUBMITTED BY SCAN TO THE FOLLOWING EMAIL ADDRESS: ndihs@nacel.fr**

It is the student's and his/her natural parent's responsibility to submit this form at least:

- **4 weeks prior to the travel date for vacation travel for homestay students** (Fall, Christmas, Winter and Spring vacation)
- **7 business days for any independent weekend travel with overnight** during the school year (for all students). Note that students are allowed to request **one independent travel only between each school vacation (5 weekends in total during the school year)**. This quota does not include natural parents' visits.

No exception will be made if this deadline is not respected. Last minute request will have to be denied. **Travel arrangements must not be finalized until approval is received.** Travel may only be approved after the form is completely filled out and received by Nacel. **Nacel reserves the right to reject any travel proposal.**

<b>Student name and surname</b>  <b>Student's cell phone number (mandatory)</b>		<b>Host family name</b> <i>If any, please also complete page 2</i>  <b>Student's age:</b> <i>Minor students should also complete page 2.</i>
<b>Trip start date/time</b>	<b>Trip end date/time</b>	<b>If this trip includes school days, list the dates of school you will miss and the time of departure from or arrival to school*.</b>  <i>*Most school absences due to travelling are unexcused and may result in no credit earned for missed classes.</i>
<b>Destination and purpose of trip</b>		<b>I am traveling with:</b> My host family Natural parents Independently Other responsible third party  <i>(must be 21+ years old and must complete Independent Party's information on page 2 and submit ID)</i>
<b>If flying, how will you get to the airport?</b>  <b>Please confirm airport:</b>  Name		<b>Do you need a chaperoned transfer to go to the airport/train station? *</b> No Yes,            on departure            on arrival and via : public transportation (200€ each way) taxi (300€ each way)  <i>* mandatory for minor students living full time with host families and minor students not picked up/dropped off at school for a weekend independent travel</i>
<b><u>Departure journey (from France)</u></b> Please fill out or attach e-ticket. Airline: Arrival airport: flying to Departure Airport Terminal: Flight number: Departure Date: Departure Hour from Paris airport:		<b><u>Return journey (to France)</u></b> Please fill out or attach e-ticket. Airline: Departure airport: flying from Arrival Airport Terminal: Flight number: Arrival Date: Arrival Hour in Paris airport:

For my child, I have requested and permitted an independent travel arrangement. In requesting and permitting these special arrangements, I acknowledge that if my child leaves the school or host family for the purpose of travel with the host family, or the third party hereafter designated or independently, I release and hold harmless Nacel France and Notre-Dame Les Oiseaux for any injury – both physical or emotional, loss, delay, or any other damage or expense incurred by my child during the period he or she is away, for any event beyond Nacel's and Notre-Dame Les Oiseaux's reasonable control, including, without limitation, acts of God, acts of war or governmental restriction, any events directly or indirectly caused by intentional or negligent acts of omissions by any third party including but not limited to any member, guest, employee or agent of the host family or Nacel or other people in the host country. I understand that Nacel and Notre-Dame Les Oiseaux are not responsible for advising what type of visa is required, if any, to travel to another country.

<b>Natural parent 1/guardian Signature</b>  <b>Natural parent 2/guardian Signature</b>	<b>Date</b>  <b>Location</b>
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THIS ADDITIONAL PAGE IS ONLY REQUIRED: (please tick your status)

- FOR STUDENTS LIVING WITH A HOST FAMILY  
 FOR MINOR STUDENTS ALLOWED TO TRAVEL WITH A THIRD PARTY (21+)

### School Headmaster Permission / Autorisation du directeur de l'école

Before submitting your travel release to Nacel and making the relevant bookings, please make sure the school headmistress, Mrs Champeix, validates your travel plans in signing below (any day of school missed must get her approval).

School Headmistress signature	Date
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### Host Family Permission / Autorisation de la famille d'accueil (mandatory for homestay students only)

This part must be completed by the host parent(s) if the student is travelling with a third party including, but not limited to, family friends, club, church, etc. I (we) (host family name) for (student name) have been consulted with and agree to the independent travel that our student proposes above. I (we) understand that this travel is independent from the NDIHS program and that during his/her time away, the natural parents or the third party will be responsible for him/her. I (we) have received a full description of the trip itinerary and feel assured that the student will be in good hands during his/her stay. Finally, I (we) will welcome this student back into my (our) home when he/she returns from this experience (for full time host families only).

\*see translation in French at the bottom of this page - [La traduction de ce paragraphe se trouve en bas de cette page](#)

Host parent signature	Date
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### Third Party Commitment (mandatory for all minor students travelling with a Third Party)

This part must be submitted by all minor students travelling with a third party (the third party must be at least 21+ years old). It is the student's and his/her natural parents' responsibility to provide the third party's information and commitment.

Natural parents or third party should scan and send a copy of an official ID of the third party together with this form.

I the undersigned do hereby acknowledge that I will keep in contact with the natural family, Nacel and Notre-Dame Les Oiseaux, in case of any change in plans while the student is under my responsibility. I have a copy of the Student's agreement and medical release with Notre Dame International High School, confirm that I have read the student Travel Proposal and will uphold all aspects of the proposal. I will contact Nacel and Notre-Dame Les Oiseaux should the student become ill. **I accept full legal responsibility for the above-named student while he/she is traveling to/from my location and while he/she is staying with me. I will follow all laws as well as the rules that govern Nacel and Notre-Dame Les Oiseaux program while the student remains in my care.**

Pick Up and Drop Off arrangements:

Student name and surname
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Pick Up and Drop Off arrangements:

I the undersigned will pick up the student at school and accompany him/her back to school at the end of the trip (on agreed and required dates and hours, please consult the school staff) **MANDATORY FOR MINOR STUDENTS**

I will pick up the student at his host family and accompany him/her back at the end of the trip (on agreed and required dates and hours, please consult Nacel and the host family) **MANDATORY FOR MINOR STUDENTS**

I the undersigned cannot pick up the student and accompany him/her back at the end of the trip, therefore I ask Nacel to arrange a chaperoned transfer (in that case, please complete the chaperoned transfer booking information on the first page)

Name of the third party (must be 21+)	Relationship to the student
Cell phone number (including country code)	Email address
Signature	Date

\*Cette partie doit être complétée par le (s) parent (s) d'accueil si le/la jeune voyage avec une tierce personne, notamment les parents naturels, les amis de la famille, un club culturel, religieux ou sportif, etc. Je (nous) (nom de famille d'accueil) confirmons avoir été consultés et acceptons le voyage indépendant, conformément aux indications précédentes, que (nom de l'étudiant) envisage d'entreprendre. Je comprends (nous comprenons) que ce voyage est indépendant du programme NACEL/NDIHS et que, pendant son absence, l'étudiant, ses parents naturels et/ou le tiers qui en assumera la responsabilité seront responsables de lui-même. J'ai (nous avons) reçu une description complète de l'itinéraire du voyage et je suis (nous sommes) assuré que l'étudiant sera entre de bonnes mains pendant son séjour. Enfin, pour les familles d'accueil plein temps uniquement, je m'engage (nous nous engageons) à accueillir ce/cette jeune à (notre) domicile dès son retour de voyage.