



Northcote College

International Office

Application for International Student Travel Approval

Student Name: _____ Mobile Number _____
Student Personal Email Address: _____

Travel Plans

Departure Date: _____ Time: _____ am/pm Flight number _____
Return Date: _____ Time: _____ am/pm Flight number _____

Who will you be traveling with and/or staying with while you are away?

My host family Another host family School School-approved travel company Other

Responsible Adult Name: _____ Mobile Number: _____

Email address: _____

Name of Travel Company & Tour Name (if applicable): _____

Where will you be going (destination)? _____

Address you will be staying at: _____

Names of any other Northcote College students you will be traveling with: _____

Comments _____

Homestay Confirmation

Homestay Family Full Name: _____

Homestay Email Address: _____

Homestay Contact Number: _____

My homestay family knows I will be travelling, and has signed below to confirm this:

Homestay Signature: _____

Family Permission

Have you asked your biological parents to email Bronwyn on overseas@northcote.school.nz giving permission for this trip including; where you are going, the dates and who you are travelling with?

(use Parental Travel Permission over the page). Yes No

**Please ensure that you keep the school emergency number with you during your trip: 027 481 0013
Use this number in case of emergency only.**

Pre-travel checklist

- I understand I cannot travel without school approval and need to complete and return this form to the International Office before I can go.
- I have emailed a copy of the itinerary to Bronwyn overseas@northcote.school.nz (flights, dates, accommodation etc.) I have also given this information to my host family.
- I understand that if my plans change or I do not travel, I must tell the International Office immediately.
- I understand that I will be liable for any expenses that the school might incur as a result of my travel.
- I have checked that my insurance is valid.
- I understand that School Rules apply during my trip
- I understand I must contact my Host Family when I reach my destination.
- I have checked with my teachers/coaches that my travel will not clash with assessments or prior commitments.
- I understand that if I travel without approval or return later than agreed, I will be marked as truant.
- I have notified my agent of my travel plans (if applicable).

Signature of Student _____ Date _____

Final Approval Signature: _____ Date _____

Northcote College _____ Date _____

Arrangements confirmed with Homestay family by: _____ Date _____



Northcote College

International Office

Parental Travel Permission

We the parents of: _____

give permission for our child to travel with: _____

to: _____

from (date): _____

to (date): _____

Signed: _____

Mother (_____)
Please print name

Signed: _____

Father (_____)
Please print name

Date: _____

Please email this permission form to Bronwyn at:

overseas@northcote.school.nz