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360-629-1200
www.stanwood.wednet.edu

MEMORANDUM

TO: Board of Directors
DATE: October 4, 2016
FROM: Jean Shumate
RE: Solicitation of Students for Educational Tours to Portugal and Spain
TYPE: Action Required

John Restrepo, Spanish teacher at Stanwood High School is requesting Board approval to solicit Stanwood High School students to participate in an educational trip to Portugal and Spain through the EF (Education First) Educational Tours in the summer of 2018.

This is a non-district sponsored educational trip and Mr. Restrepo, students, or employees that participate will not be representatives of the school or district. The Washington State Risk Management Pool recommends following the European travel guidelines from the Department of Homeland Security.

RECOMMENDATION:

That the Board approves John Restrepo's request to Solicit Students to Participate in the EF Educational Tour to Portugal and Spain June 20, 2018.

September, 2016

Stanwood School District
School Board

Dear Board Members,

It is my pleasure to inform you about a field trip that Spanish Language students and I, Mr. Restrepo will be taking to Spain and Portugal in June 20th, 2018. Before going into details about the trip, I would like to provide you with the reasons why I believe I am the right individual to take a group of students eager to learn culture and language in Spain. I personally feel that as a Spanish language teacher my students deserve the very best. I am a firm believer that in order to understand multicultural issues and the Hispanic values that exist in this rich nation, we must also understand where they come from, their cultural background, their richness and also their needs and strengths. We will learn from their cultural values and we will better assist them to understand our culture and community and become active and fruitful members of our society.

I have taken students with EF Tours on several field trips. More recently, I took Stanwood High School students to Spain, France and Italy on July 2016 for 14 days. In each one of our trips the students have learned a great deal of culture and language.

**GENERAL OVERVIEW OF THE ITINERARY AND BASIC
BEHAVIORAL RULES DURING THE TRIP**

I. TOUR COMPANY

EF Tours (Education First), an American and European based company offers educational and cultural trips to students eager to meet people and cultures in other countries. This company will be arranging the trip for our group such as plane tickets; hotels and side tours in Spain and Portugal (see attached specifics about this tour company). This is the same company that has arranged prior trips I have taken with students to Spain, England, France, Mexico and Italy.

II. DEPARTURE DATES

Our projected departure date will be June 20th, 2018. Our projected arrival will be on July 3rd, 2018.

III. ITINERARY

For a detailed itinerary of our trip to Spain, places and activities, please refer to the attached plan form. We plan to depart from Seattle-Tacoma airport on June 20th and arrive in Lisbon, Portugal. After a few days in Portugal, we will spend the majority of the time in Spain until our return day on July 3rd, 2018.

IV. TRIP FINANCES AND DISTRICT RESPONSABILITY

The parents of the students I am traveling to Europe will finance this trip. The students will be responsible for their own money to buy souvenirs or other expenses incurred during the trip. The school and the district will not be responsible for covering the financial cost of the trip or fees for the students or their teachers. All students will carry medical insurance while staying in Spain.

either through their own insurance companies in the US or through the tour company insurance. The school and the district will not be responsible for taking or bringing students to the airport. There will not be a need for a substitute teacher since this trip will be taken during the summer when school is not in session.

V. RULES AND REGULATIONS DURING THE TRIP AND STUDENT EXPECTATIONS.

I will chaperone the students to Spain and Portugal. I will also have an EF Tour Guide/Chaperone helping me during our stay in Spain. I believe that our students are the face of our school, our nation and our community when they travel abroad. Therefore, drinking alcoholic beverages will not be tolerated from the time the students depart for Europe until they arrive in Stanwood with their families. Any student found drinking would be automatically sent back to the US at their parents' expense and responsibility. Any other behavior that involves smoking or drugs will result in the return of the student to the US at their parents' expense. Please see attached code of conduct for this trip.

VI. STUDENTS TAKING THE TRIP TO SPAIN

VII. MISCELANEOUS NOTES

Due to the recent violent acts in Paris and Belgium, EF Tours has been in closely monitoring these events with the US Department of State and has submitted a letter for all groups traveling to Europe. Please see attached letter for your information regarding EF Tours's trip proposal for June 2018.

CODE OF CONDUCT AND DISCLAIMER

GOOD BEHAVIOR AND DISCIPLINE BEFORE AND DURING THE TRIP:

Respectful and mature behaviors are two important columns of this trip. Before the trip, if the student traveler is having a hard time following directions from the teacher in class, or he/she is disrespectful to peers and teacher, then it is a good indication that the student should not be taking this trip. The same behavior is also expected during the trip.

RESPECT YOUR CLASSMATES:

You will be taking a two-week trip to another country. You will have the opportunity to meet your classmates in a non-school setting. Sometimes we may have disagreements. Before judging others, you must think what you want to say and the impact that your actions will have on others. If there is something that is bothering you about your classmate during the trip, you must share this feeling with our class leaders who will communicate with me or you can also do it directly with me. The same rule will apply to other students that are not your classmates but are traveling with you in the same bus or train.

SMOKING:

This is not a trip to try smoking or to join others in the same kind of activity. Failure to follow this rule will result in your return home at your parent's expense.

DRUGS:

Any kind of illegal drug **will not** be tolerated during this trip. If you are found **using** drugs or in the **possession** of any illegal drug during your trip in Europe, you will have to deal with local authorities as well as a return ticket at your parents expense and face any kind of legal issues upon arrival at the US.

OTHER MISCONDUCT:

This is an educational trip. Sexual misconduct will not be tolerated in any kind or form. Your parents will be contacted if this situation takes place during the trip. You will need to return home.

ALCOHOL CONSUMPTION:

Alcohol **will not** be allowed during this trip. This is an American tour with American students and an American operated company. Our legal age of drinking is 21 years old regardless of the age limit in Spain or other countries visited. If the student is found drinking or drunk because of alcohol consumption, your parents will be contacted and you will take the next flight home.

EXPLORING CITIES AND TOWNS:

You will be allowed to tour on your own. However, only groups of a minimum of **three** people will be allowed to explore around. A group of at least 3 people will limit the chances of getting into any kind of trouble when exploring a town. You will need to notify me every time you plan to go for an extended period of time. You must also inform me of how long you plan to be gone. Also, the general location of where you are going to be. There must be a plan B in case you get lost or if you can't find the group at the meeting place. All group members must have the phone number of the hotel we are staying, the tour guide's number and a map of the area where they plan to explore.

EXPLORING WITH OTHER SCHOOL GROUPS:

This is a great opportunity for you to get to know other people. However, I (tour director) must know who the other people are, as well as their tour director. The group must be another group that is traveling with us as well. You will not be allowed to travel around with another group that is unrelated to the group or groups touring Spain with us. The same rules being mentioned in this code of conduct will apply if you are with another group traveling with us regardless of the rules they may follow.

GOING OUT DURING THE NIGHT:

We will go out during the night. However, these activities will be done in bigger groups. Individuals will not be allowed to walk the streets by themselves during the night. Your safety is important; wandering alone increases the chances of getting lost and not able to get help when needed. If the student needs to go to a local store to buy something, you must inform me of your plan and take somebody else with you.

GOING TO BED:

We will have a curfew time. The curfew will change day by day depending on the kind of activities we have during the night. The Spanish culture is nocturnal. People go out to walk, to have a cup of coffee or to talk with friends while eating "tapas", appetizers. We will do the same to enjoy as much as possible these cultural activities. Consequently, our bedtime will vary from night to night. Nevertheless, when it is bedtime, every one with no exceptions (see parents traveling disclaimer) must be in their respective rooms.

COUPLES TRAVELING TOGETHER TO EUROPE:

Due to monitoring issues and potential personal problems, I can't take students who wish to travel with their boyfriend or girlfriend on this trip. I can only take one of them.

DISCLAIMER

Your teacher will be responsible to help you out if you get in trouble while traveling in Spain. It is your teacher's responsibility to stay behind in case of illness or if you need to return home due to an emergency with your family. Your teacher will be responsible to take you back to the airport and for making the arrangements to get you back home in a timely manner. If any of the stipulations in the code of conduct are violated, your parents will be informed and you will return home at your parents' expense. Your teacher will not be responsible for risky actions that you decide to engage without his knowledge or consent. Your parents are responsible for disclosing any physical and mental health issues and the kind of medications the student needs to take every day. You as a student are responsible to follow the rules set for by the code of conduct as well as the rules of good conduct in the country you are visiting. Your teacher may deny you the opportunity to travel or to require an adult traveler to accompany you at all times on this tour if there is a documented background of misconduct and/or mental health concerns that could create safety issues for the student in a foreign country. Therefore, it is the tour director's discretion to determine eligibility for travel.

While in Spain, there are beach activities that your child may want to practice such as snorkeling, water skiing, jumping from high places into the ocean. Due to the liabilities that these activities and other sea sports present, I will not allow these activities to take place unless your parents sign a release form for the child to practice water sports.

Parents going on this trip are full paying travelers. None of the parents are expected to act as chaperones unless they volunteer some of their time to work with the teacher. Parents are adults and they are to decide what to do with their own time outside of scheduled trips and visits to museums. Other times, parents are also required to actively participate of the cultural activities set by the tour company. At times, parents will spend time with their own children during this trip. Parents are free to take their own children and participate on any kind of activities while with them. Another student may accompany the parent and his/her child on unscheduled activities. However, the tour leader, (Mr. Restrepo) must be informed of their itinerary and returning time. The accompanying child must however follow the rules of the group leader and the code of conduct. During the night, parents may stay out longer exploring the town or any kind of activities on their own or with their own children. Any student that is not their own must follow the rules set by the group and stay with the group when doing night activities. Traveling parents are also responsible for informing the tour leader of their plans when going alone for safety reasons.

The tour company or your tour director has the right to dismiss you from your program in the event of serious violations. Please, don't ruin your trip abroad!

"The Stanwood-Camano School District has neither reviewed nor approved the program, personnel, activities or organizations announced in this flier, and undertakes no responsibility to supervise these events. This is not a district sponsored or endorsed event".

Parents' signature and date:

Student signature and date:



Educational Tours

Watch videos, read
reviews and enroll on your
teacher's Tour Website

eftours.com/

—
This is also your tour number

PORTUGAL & SPAIN

12 or 15 days | Portugal | Spain | Extension to France and Monaco

Geographically, culturally and linguistically linked—yet distinct in their traditions and histories—Spain and Portugal make fascinating neighbors. In the landmarks of Lisbon, Evora and Algarve, Portugal's personality comes into focus. In Spain, a wide range of influences are revealed, from the Andalusian cities of Seville and Granada to the Catalan capital of Barcelona.

EVERYTHING YOU GET:



Full-time Tour Director



Sightseeing: 5 sightseeing tours led by expert, licensed local guides; 1 sightseeing tour led by your Tour Director (3 with extension); 2 walking tours (3 with extension)



Entrances: Castelo de São Jorge; Mosteiro dos Jerónimos; Seville Cathedral; Alhambra; Park Güell; Chapel of Bones
With extension: Perfume factory



Experiential learning: "City Challenge" scavenger hunt



weShare, our online platform that taps into each student's interests for a more engaging learning experience



All of the details are covered: Round-trip flights on major carriers; Comfortable motorcoach; 10 overnight stays in hotels with private bathrooms (13 with extension); European breakfast and dinner daily



Anyone can see the world.

YOU'RE GOING TO EXPERIENCE IT.

As you can see, your EF tour includes visits to the places you've learned about in school. That's a given. But it's so much more than that. Immersing yourself in new cultures—surrounded by the people, the language, the food, the way of life—creates inspirational moments that can't be listed in an itinerary. They can only be experienced.

And the experience begins long before you get your passport stamped and meet your **Tour Director** in your arrival city. It begins the moment you decide to go. Whether it's connecting with other travelers on Facebook, Twitter or Instagram, or delving deeper into your destinations with our online learning platform, **weShare**, the excitement will hit you long before you pack your suitcase.

When your group arrives abroad, everything is taken care of so you can relax and enjoy the experience. Your full-time Tour Director is with your group around the clock, handling local transportation, hotels and meals while also providing their own insight into the local history and culture. **Expert local guides** will lead your group on sightseeing tours, providing detailed views of history, art, architecture or anything you may have a question about.

When your journey is over and you're unpacking your suitcase at home, you'll realize the benefits of your life-changing experience do not end. They have just begun.

"EF Tours contributed my college semester abroad to the love for travel I discovered on an EF Tour in high school. #traveltuesday"

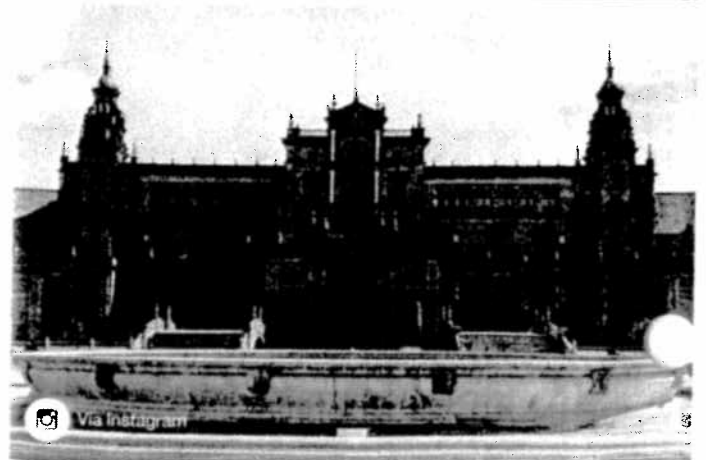
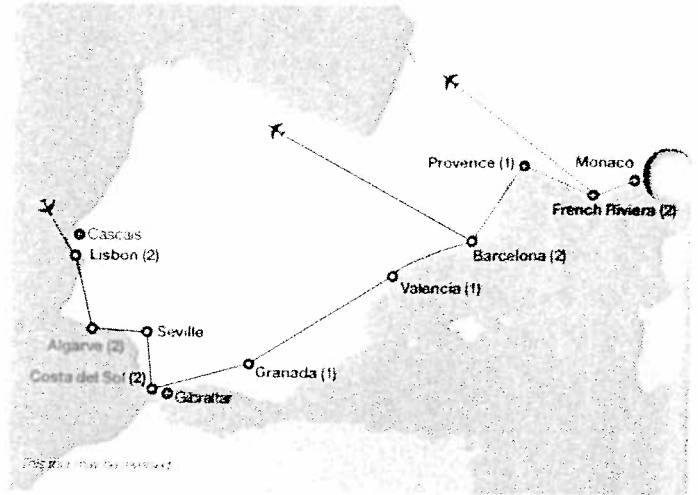
—MELISSA TRAVELLER



CHECK OUT WHAT A TOUR IS ALL ABOUT

Watch the videos at eftours.com/

Your teacher's Tour Website



What you'll experience on your tour

Day 1: Fly overnight to Portugal

Day 2: Lisbon

- Meet your Tour Director at the airport in Lisbon. During your stay, you'll experience Old World atmosphere as you make your way through the labyrinth of winding streets in Lisbon's Alfama district. Discover the hidden balconies, archways, terraces and courtyards of this hillside medieval quarter as you explore Lisbon's former center of Moorish aristocracy. See where Portugal's early kings resided at the Castelo de São Jorge, built to overlook the city and Tagus River. Recall the Age of Discovery at the Monument to Discoveries and the Belém Tower. It was from here that many adventure-seeking navigators set sail, including Bartolomeu Dias, who sailed around the southern tip of Africa.
- Take a walking tour of Lisbon

Day 3: Lisbon

- Take an expertly guided tour of Lisbon
- Visit the Castelo de São Jorge
- Visit the Mosteiro dos Jerónimos
- Time to see more of Lisbon or
 - ◆ Visit Sintra and Cascais
 - ◆ Attend a Lisbon Fado Evening

Day 4: Evora | Algarve

- Travel to Evora
- Take an expertly guided tour of Evora
- Visit the Chapel of Bones
- Continue on to the Algarve

Day 5: Algarve

- Take an excursion to the Point of Saudade and Cape St. Vincent
- Visit Fortaleza de Sagres

Day 6: Seville | Costa del Sol

- Travel to Seville, the heartbeat of Andalusian culture. During your stay, follow narrow, twisting alleys through the Barrio de Santa Cruz, where picturesque whitewashed houses, flower-filled patios and tiled benches are pleasant reminders of an unhurried lifestyle. Pass by Maria Louisa Park to admire the mosaics and fountains of Plaza de España, centerpiece of the 1929 Ibero-American Fair. Visit the grave of Christopher Columbus inside Seville's Cathedral. And imagine the spectacle of a traditional Spanish bullfight at the Plaza de Toros, celebrated for its Baroque architecture and historical significance.
- Take an expertly guided tour of Seville: Barrio de Santa Cruz
- Visit the Seville Cathedral
- Continue on to Costa del Sol

Day 7: Costa del Sol

- Time to see more of Costa del Sol or
 - ◆ Visit Gibraltar
- Take an excursion to Gibraltar
- Visit St. Michael's Cave

Day 8: Granada

- Travel to Granada
- Take an expertly guided tour of Granada
- Discover Granada through an interactive "City Challenge" activity
- Visit the Alhambra, widely recognized as the world's premier example of Moorish architecture—and Granada's crowning jewel. Built as an all-in-one *alcazaba* (fortress), *alcazar* (palace) and small *medina* (city), the Alhambra was home to the last of the Nasrid Sultans. Elaborately embellished in the 14th century and surrounded by lush green trees, Moorish poets described it as "a pearl set in emeralds." See the exotic mosaics, fountains, latticed windows, arabesques and ornamented courtyards that made this vast stronghold worthy of royal occupancy. Here, King Ferdinand and Queen Isabella agreed to finance the historic voyage of Christopher Columbus.

Day 9: Valencia

- Travel to Valencia
- Take a walking tour of Valencia

Day 10: Valencia | Barcelona

- Travel to Barcelona, an art lover's dream city and the place where masters like Miró, Picasso and Dalí flourished. During your stay you'll explore open-air plazas dotted with avant-garde gems, like the Plaza de Catalunya and Plaza España. Snap photos of the twisting spires of La Sagrada Família and the Magic Fountain of Montjuic, which delights with dazzling light and water shows. From atop Montjuic Hill enjoy panoramic views of the harbor below. Here you'll also find the 1992 Olympic stadium. Marvel at the landscaped greenery and playful Modernist mosaics on your visit to Park Güell. Flower vendors and street performers greet you on your walking tour of the tree-lined Las Ramblas.

Day 11: Barcelona

- Take an expertly guided tour of Barcelona
- Visit Park Güell
- Take a walking tour of Barcelona
- Enjoy a free evening in Barcelona or
 - ◆ Attend a Barcelona Flamenco Evening

Day 12: Depart for home

◆ 3-DAY TOUR EXTENSION

Day 12: Provence

- Take a tour of Montpellier
- Continue on to Provence

Days 13-14: French Riviera

- Travel to the French Riviera
- Visit the principality of Monaco
- Tour a French perfume factory in Eze
- Take a walking tour of Nice

Day 15: Depart for home



First day in Portugal!
#eftours #eftours2013

—MADISON, TRAVELER



Via Instagram

On my EF tour to Spain and Portugal, I was able to immerse myself into new cultures and see places I had only ever dreamed of seeing.

—VICTORIA, TRAVELER



Trip Advisor

TOP THREE THINGS I WILL SEE, DO, TRY OR EXPLORE

1. _____
2. _____
3. _____

— The easiest ways to —
ENROLL TODAY



Enroll on our website
eftours.com/enroll



Enroll by phone
800-665-5364



Mail your Enrollment Form to:
EF Educational Tours
Two Education Circle
Cambridge, MA 02141

My daughter has gained such an amazing view of the world and history from this experience. She has not stopped talking since I picked her up at the airport. Thank you for all the organization, helpful hosts, flexible payment plan and knowledgeable tour guides.

— CHARLOTTE DAUGHTER (R WILHELM) 2011



THE WORLD LEADER IN INTERNATIONAL EDUCATION

For over 50 years EF has been working toward one global mission: Opening the World Through Education. Your teacher has partnered with EF because of our unmatched worldwide presence, our focus on affordability, and our commitment to providing experiences that teach critical thinking, problem solving, collaboration and global competence.

- **We always offer the lowest prices guaranteed** so more students can travel.
- **We're fully accredited, just like your school,** so you can earn credit while on tour.
- **All of our educational tours feature experiential learning activities** and visits to the best sites.
- **We're completely committed to your safety.** We have 500 schools and offices in over 50 countries around the world, so local EF staff members can react quickly and in person wherever you travel.
- **Your full-time Tour Director** is with your group every step of the way on tour, providing insight about your destinations as well as great local tips.





Educational Tours

STANWOOD HIGH SCHOOL EDUCATIONAL TOUR

Portugal and Spain

Prepared for: Christine Del Pozo
Stanwood High School
1/19/2016

Your partner in global education

As the **World Leader in International Education**, we've partnered with educators around the world for over 50 years to help students gain new perspectives and build skills for the future through experiential learning. We provide a range of travel programs—Educational Tours, Language Immersion Tours, Service Learning Tours, Global Student Leaders Summits and Custom-Designed Tours—that provide in-depth exploration, authentic connections and hands-on experience. Every EF global program is designed to:

- Explore international destinations to gain awareness of global perspectives and connections
- Promote international understanding, respect for different cultures, language learning and global citizenship
- Align with school curricula to bring subjects, people, places and events to life
- Provide global settings to sharpen key 21st century skills—critical thinking, problem solving, communication, collaboration and global competence
- Develop interpersonal and leadership skills necessary to navigate new experiences with confidence and adaptability

What we'll cover in this document

We've created this document specifically for you, your school and your students. It outlines the details of your proposed tour and the life-changing experiential learning opportunities that await your students. We've been delighted to work with Mr. Restrepo on this program thus far and look forward to helping develop international programs for Stanwood High School students.

PAGE

1	Your partner in global education
2	Our commitment to education
3	Our commitment to safety
4	We'll handle the details
5	A day-by-day look at your tour
6-7	What your hotels will be like
8	What your meals will be like
9	Price details
10	Important final details

This proposal is property of EF Education First and the educator/school for which it was intended. Distributing, copying and/or sharing it are prohibited. The proposal, including pricing, is valid for the educator, tour and date(s) specifically mentioned herein. For additions, subtractions or modifications, please contact your EF Tour Consultant.

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Our commitment to education

We believe the best way to help students gain new perspectives and build skills for the future is through experiential learning.

Accreditation

EF is accredited, just like your school, and recognized by the following regional, national and international organizations: Middle States Association of Colleges and Schools (MSA-CES); Western Association of Schools and Colleges (WASC); Southern Association of Colleges and Schools (SACS-CASI) North Central Association (NCA-CASI); National Council for Private Schools Accreditation (NCPA); and Accreditation International (AI).

A standard of excellence

Our educational travel programs bring to life the knowledge and skills that are called for in many education initiatives, including:

- Partnership for 21st Century Skills (P21)
- International Baccalaureate – PYP, MYP, Diploma, IBCC
- Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science and Technical Subjects
- Global Competence Criteria—defined by the Asia Society and Council of Chief State School Officers
- Global Connection Standards in the National Curriculum Standards for Social Studies
- Culture and Connections Standards in the Standards for Foreign Language Learning
- Standards of Professional Learning—defined by Learning Forward

weShare, A More Engaging Learning Experience

You know students learn on a deeper level when what you're teaching connects to their own lives. That's why every tour comes with weShare, a personalized learning experience powered by your students' curiosity. Using EF's guided learning model, students use their strengths to investigate an issue or topic that inspires them. They reflect on what they've learned through a post-tour project that gives even more meaning to travel—and can earn them academic credit.

Earning credit

Students can earn credit by traveling on an EF tour and completing required coursework. We offer choices, so you can find the credit option that best fits you and your students' needs.

- Students in grades 7-12 can earn elective credit for completing assignments before, during and after their EF tour, setting themselves apart from other college applicants.
- Students can earn college credit through our partnerships with accredited universities.

Accredited by:



Our commitment to safety

Our demonstrated commitment to safety and risk management is proven with our preventative procedures and extensive measures taken to ensure each traveler's safety.

Worldwide presence

As the largest international student travel organization, we have 500 schools and offices in more than 50 countries worldwide. With 43,000 EF staff and teachers around the globe, we're accessible wherever and whenever you need us.

General Liability Policy

- All EF Group Leaders and schools are automatically insured under our \$50 million General Liability Policy, regardless of whether or not the tour is considered a school event.
- This policy safeguards Group Leaders and schools in case of claims from on-tour incidents, such as personal injury and provides a legal defense and covers all associated legal fees.
- EF's Commercial General Liability Insurance is provided by nationally recognized insurance companies with A.M. Best Ratings of A-.
- All customer payments are protected by a \$1 million customer protection plan.
- EF's General Liability Policy allows for schools and districts to receive a certificate of insurance that names you or your school as a certificate holder. To receive a certificate of insurance that details coverage, talk to your Tour Consultant.

Global Travel Protection Plan

Designed specifically with EF travelers in mind, all travelers have the option to purchase the Global Travel Protection Plan. This plan helps travelers protect their investment from common claims, including: flight delay, loss of job by a parent, death or illness of a family member, and medical coverage on tour in case of sickness or an emergency. While this plan is not required, many Group Leaders choose to make this comprehensive and affordable protection plan mandatory for their travelers.

EF's Peace of Mind Program

At EF, we understand that plans can change due to unforeseen circumstances. EF's exclusive Peace of Mind Program ensures:

- Teachers can work with EF Educational Tours to change their tour's travel dates, modify their tour plans, find an all-new tour or cancel their tour up until 45 days prior to departure. If unforeseen circumstances cause you to cancel within this time period, all travelers will receive a transferable travel voucher.
- With 44 days or less left until departure, teachers may still choose any of the above options if a formal Travel Warning is issued by the US Department of State for any country on your itinerary.

Highly respected in the industry by:



We'll handle the details

As your educational travel partner, we work with teachers, students and parents to ensure a seamless experience—before, during and after tour. In other words, we're with you every step of the way.

BEFORE TOUR

Support Team and resources

Dedicated Tour Consultants guide teachers through the planning process, while Local Representatives from your area work face-to-face to provide support. We give teachers their own personal tour website with helpful tools to share tour information, manage deadlines and more. In addition to online resources, we also provide an array of printed materials for teacher, students and parents.

International Training Tours

Ensuring teachers are fully prepared to lead an EF tour is our commitment to your school community. Through our blended learning model, all first-time EF Group Leaders receive complimentary international training. Conducted by EF personnel and experienced EF Group Leaders, the program includes online, classroom and experiential learning components. In the event a Group Leader cannot attend one of these complimentary tours, we offer live webinars to prepare them and answer questions before they travel.

Traveler account management

Our knowledgeable and friendly Customer Service Representatives help travelers and their parents with all billing transactions, protection plans and tour activity questions. We also offer flexible and convenient payment options that allow parents to choose when—and how—they want to pay.

WHILE ON TOUR

Everything is included

This all-inclusive global experience makes it easy for teachers and students to explore the world. From flights and hotels to most meals and experiential activities, we take care of every detail so travelers can focus on the experience.

Guided travel

A personal bilingual Tour Director stays with your group 24/7. They handle every on-tour detail to ensure a smooth travel experience while also providing unique local insight. Expert local guides, meanwhile, share their knowledge of history, art, architecture and more during guided tours.

AFTER TOUR

Program development

We'll work with you to build a travel program at your school so even more students have the opportunity to experience the world.

A day-by-day look at your tour

This is the itinerary page that students and parents will see in their tour itinerary guide. It's just one of the many resources they'll receive in preparation for your tour.

What you'll experience on your tour

Day 1: Fly overnight to Portugal

Day 2: Lisbon

- Meet your Tour Director at the airport in Lisbon. During your stay, you'll experience a Old World atmosphere as you make your way through the labyrinth of winding streets in Lisbon's Alfama district. Discover the hidden old bones, archways, terraces and courtyards of this inside-meets-out quarter as you explore Lisbon's former center of Moorish aristocracy. See where Portugal's early kings resided at the Castelo de São Jorge, built to withstand the invasion of Tago River. Re-live the Age of Discovery at the Monument to Christopher Columbus and the Belem Tower, a UNESCO World Heritage site. After making your way through the winding Barlomeu Dias, which sailed around the southern tip of Africa.

Take a walking tour of Lisbon.

Day 3: Lisbon

- Take an expertly guided tour of Lisbon
- Visit the Castelo de São Jorge
- Visit the Mosteiro dos Jeronimos
- Time to see more of Lisbon or
 - o Visit Sintra and Cascais
 - o Attend a Lisbon Fado Evening

Day 4: Evora | Algarve

- Travel to Evora
- Take an expertly guided tour of Evora
- Visit the Chapel of Bones
- Continue on to the Algarve

Day 5: Algarve

- Take an excursion to the Palmar de Soudade and Cape St. Vincent
- Visit Fortaleza de Sagres

Day 6: Seville | Costa del Sol

- Travel to Seville, the heartland of Andalusian culture. During your stay, follow narrow, twisting alleys through the Barrio de Santa Cruz, where picturesque whitewashed houses, flower-filled patios and tiled fountains are pleasant reminders of an unbroken legacy. Enjoy the Mariposa Park and find the historical Bifurcations of Plaza de España. See the site of the 1492 Alamo Amiralante. Visit the grave of Christopher Columbus, make Seville's Cathedral. And, design the specimens of a traditional Spanish bullfight in the Plaza de Toros, celebrated for its Baroque architecture and historical significance.

- Take an expertly graded tour of Seville, Barrio de Santa Cruz
- Visit the Seville Cathedral
- Continue on to Costa del Sol

Day 7: Costa del Sol

- Time to see more of Costa del Sol or
 - o Visit Gibraltar
 - Take an excursion to Gibraltar
 - Visit St. Michael's Cave

o Optional and excursions

Day 8: Granada

- Travel to Granada
- Take an expertly guided tour of Granada
- Discover Granada through an interactive City Challenge activity
- Visit the Alhambra, widely recognized as the world's preeminent example of Moorish architecture, and Granada's crowning jewel. Just as an ancient Alhambra fortress, Alcazar, palace, and small medieval city, the Alhambra was home to the last of the Nasrid sultans. Babartha, who stayed in the Alhambra and surrounded by five green trees. Moorish architecture, known as a wall of an Alhambra. See the walls of the Alhambra Palace which was a palace and operated courtyards that made the wall through the work of lower occupancy. Here, King Ferdinand and Queen Isabella agreed to finance the historic voyage of Christopher Columbus.

Day 9: Valencia

- Travel to Valencia
- Take a walking tour of Valencia

Day 10: Valencia | Barcelona

- Travel to Barcelona, an art lover's dream city and the place where master Gaudi, Picasso and Dalí flourished. During your stay, you'll explore open air parks filled with award-winning gardens like the Plaza de Catalunya and Park Guardias. Snap photos of the twisting spires of La Sagrada Família and the Magic Fountain of Montjuic, where fountains with dazzling light and water shows. From atop Montjuic, enjoy panoramic views of the harbor below. Here you'll also find the 1992 Olympic stadium. Marvel at the crisp mix of greenery and play. Modernist minds came your way to see here. However, vendors and street performers meet you on your walking tour of the neighborhood. Barcelona.

Day 11: Barcelona

- Take an expertly guided tour of Barcelona
- Visit Park Güell
- Take a walking tour of Barcelona
- Enjoy a free evening of flamenco or
 - o Attend a Barcelona Flamenco Evening

Day 12: Depart for home

o 3-DAY TOUR EXTENSION

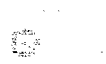
Day 12: Provence

- Take a tour of Montpellier
- Continue on to Provence

Days 13-14: French Riviera

- Travel to the French Riviera
- Visit the principality of Monaco
- Tour a French perfume factory in Nice
- Take a walking tour of Nice

Day 15: Depart for home



TOP THREE THINGS I WILL SEE, DO, TRY OR EXPLORE

- 1.
- 2.
- 3.

What your hotels will be like

A good night's sleep is important, so you can count on safe, clean and comfortable hotels with private bathrooms. Every hotel we work with is required to meet our high standards for quality, safety and cleanliness. Three to four students of the same gender will share a room, which will have a combination of twin and shared double beds. Please be aware that hotels may have different amenities than you find in American hotels.

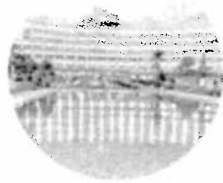
HERE ARE EXAMPLES OF THE TYPES OF HOTELS YOU'LL STAY AT ON TOUR:



Sercotel Ciutat de Montcada

Verdi, 12
Montcada i Reixac
www.hotelciutatdemontcada.com

A short ride from the heart of Barcelona, Hotel Sercotel Ciutat de Montcada's 105 rooms have everything you'll need during your stay in Spain. Guests will enjoy the hotel's cozy interior, breakfast room, gym and free Wi-Fi.



TRH Paraiso Beach and Golf Hotel

Longitude: -5.0286207
Latitude: 36.4756989
en.hoteltrhparaiso.com

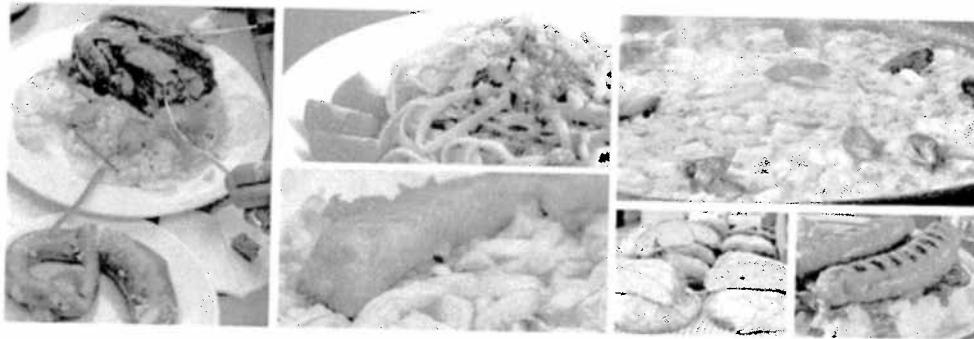
The TRH Paraiso Beach and Golf Hotel is a beautiful 4-star resort situated in Spain's Costa del Sol. Conveniently located near Saladillo Beach, this hotel features amenities such as indoor and outdoor swimming pools, a game room and complementary Wi-Fi. Each of the hotel's 176 air-conditioned rooms boast private balconies for guests to enjoy the scenic Estepona views.

What your meals will be like

These are examples of the types of meals you and your students will be served on tour.

SAMPLE MENUS: EUROPE

Discovering new foods can be one of the best parts of traveling. The sample menus below are just a few examples of the types of traditional, local favorites you will have the opportunity to try on tour. Every meal will include table water (or bottled water if deemed necessary by locals) and you can usually buy other beverages if you wish. All meals are served as a group—not à la carte—and a vegetarian option will be available if requested in advance. Please notify EF of any other dietary restrictions or food allergies you may have. Enjoy!



AUSTRIA

Soup
Wiener schnitzel
Chocolate cake

CZECH REPUBLIC

Soup
Goulash
Ice cream

FRANCE

Menu 1
Cheese quiche
Turkey with rice, sauce,
mushroom and beans
Apple tart

Menu 2
Salad
Flammekueche
Chocolate mousse

Menu 3
Couscous with
vegetables and meat
Fruit salad

GERMANY

Menu 1
Pretzel with
cream cheese
Turkey with
spatzle dumplings
Fruit

Menu 2
Vegetable soup
Bratwurst with kraut
and mashed potatoes
Ice cream

GREECE

Menu 1
Spinach pie
Moussaka
Rice pudding

Menu 2
Greek salad
Chicken with oven-
baked pasta
Walnut pie

ITALY

Menu 1
Tomato bruschetta
Cannellini beans with
garlic and sage
Lasagna
Gelato

Menu 2
Spaghetti with pesto
Pork loin with spinach
and potatoes
Fruit salad

IRELAND

Soup
Chicken with mashed
potatoes and gravy
Fruit salad

SPAIN

Spanish Tortilla
Pork loin with potatoes
and mushrooms
Ice cream

SWITZERLAND

Soup
Alpine Macaroni
Chocolate mousse

UNITED KINGDOM

Menu 1
Fish and chips
Ice cream

Menu 2
Chicken and hummus
Flan

Menu 3
Naan bread
Chicken curry

Price details

In addition to the support you receive before and after tour, along with the logistical support you receive on tour, your guaranteed lowest price covers all of the details.

PRICE DETAILS

Portugal and Spain

Program Price* \$3,750

includes

- Round-trip airfare and on-tour transportation
- Hotels with private bathrooms
- Breakfast and dinner (see your itinerary for meal details)
- Full-time Tour Director
- Train activities, meals and entrance to attractions

Global Travel Protection \$155

2 Day Stay Behind \$315

EF Adjustment -\$300

EF's Peace of Mind Program † Free

Total for Students (under 20) **\$3,920**

26 monthly payments \$192 mo

Adult Supplement † \$485

Total for Adults **\$4,405**

20 monthly payments \$210 mo

Important final details

The EF Price Guarantee

We're dedicated to making travel accessible to as many students as possible. Our unmatched global presence and longstanding relationship with airlines and hotels ensure you will always give your students the best experience at the lowest price, guaranteed.

What it means for you:

- The guaranteed lowest price—if you find a similar tour for less, we'll beat it.
- One simple price—no enrollment or departure fees.
- Once a student enrolls, their price will never change.

I hope you've found this document useful. As your EF Representative, I'm here to answer any questions that you may have. Please don't hesitate to contact me with any questions. It has been a pleasure working with Mr. Restrepo. My colleagues and I look forward to helping SHS students take an important step towards global citizenship.

Sincerely,

Joshua R. Kittle
NW Washington Territory Manager
(206) 965-8239
joshua.kittle@ef.com



JOIN YOUR FRIENDS ON THE TRIP OF A LIFETIME

What is an educational tour?

Touching the stone walls of the Colosseum in Rome. Practicing your Spanish at a marketplace in Madrid. Working with locals on a community development project in China. Discussing ecological conservation with Dr. Jane Godall in Costa Rica. An EF educational tour is your chance to experience new cities, iconic monuments, and distant cultures firsthand, bringing your classroom lessons to life.

You travel in a group with your teachers, chaperones, and a Tour Director. We handle all the logistics on our tours so you can focus on having a memorable experience that is both educational and fun.

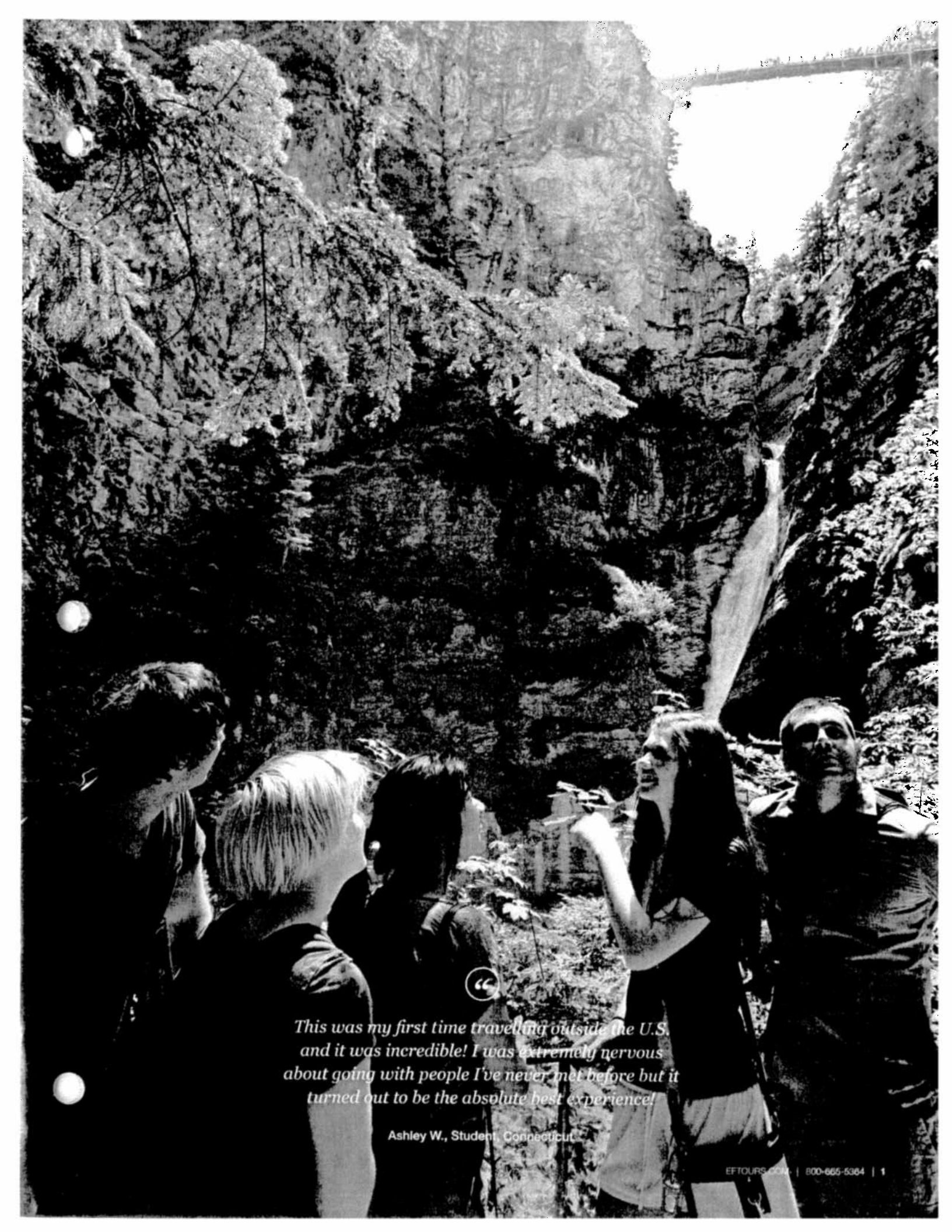
What's included:*

- Round-trip airfare
- Hotels
- Transportation on tour
- Breakfast and dinner daily
- Tour Director
- Expertly guided sightseeing tours
- Entrance fees to select attractions
- Walking tours

What's not included:

- Lunches and beverages*
- Gratuity (for Tour Director, bus driver and professional local guides)
- Optional excursions
- Passport and visa fees

**For European tours; for all others, please check your itinerary*



This was my first time travelling outside the U.S. and it was incredible! I was extremely nervous about going with people I've never met before but it turned out to be the absolute best experience!

Ashley W., Student, Connecticut

EF IS #1 IN EDUCATIONAL TRAVEL

97% of students recommend our tours

With over 50 years of experience, and schools and offices in over 50 countries, you know you're traveling with a safe and globally reputable educational travel organization.

All of our itineraries are educational, featuring experiential learning activities, visits to the best sites, and expert local guides who add in-depth knowledge along the way. And **weShare**, EF's personalized learning experience that's powered by your curiosity, creates a more engaging learning experience by helping you put a more personal lens on your tour.

With The EF Price Guarantee, our unmatched global presence and longstanding relationships with airlines and hotels ensure that you will always give your students the best experience at the lowest price, guaranteed.

We are committed to your safety. EF has hundreds of offices around the world, with local staff who can assist your group anywhere you travel. Plus, parents can always reach us 24 hours a day.

Your full-time Tour Director stays with your group around the clock on tour, providing insight about your destination as well as great tips.

Online reviews from travelers. We ask every teacher, student, and parent to review their EF tour experience. Reviews are online at eftours.com.

Tour Directors

A Tour Director accompanies every EF group throughout the tour. The Tour Directors take care of all the logistics of a tour—from hotel check-in to walking tours and everything in between. These trained professionals are also experienced travelers who are excited to share their knowledge. Tour Directors make traveling abroad easy, safe, and memorable. Meet two of them:



Rafi from Spain
University of Barcelona

"I love showing off my beautiful country and helping the students discover its rich culture."



Kostas from Greece
Athens University of Economics and Business

"I enjoy traveling with students and seeing them learn more about the world — and themselves."

Learn more at eftours.com/tourdirectors



A TYPICAL DAY ON TOUR: ONE DAY IN ROME

7:00 | *Buongiorno!* Wake up in Rome.

8:15 | Enjoy a Roman breakfast at your hotel.

9:30 | Hop aboard your bus and join an expert local guide for a tour of Rome.

11:30 | See the Trevi Fountain, the Pantheon, Piazza Navona, and more during your guided tour of Rome.

12:30 | Enjoy lunch on your own.

3:00 | Visit the Colosseum.

6:30 | Enjoy dinner at a local Roman restaurant.

8:30 | Walk the streets and admire a beautiful Roman evening in your free time.

11:00 | *Buona notte!* Get a good night's sleep before your next busy day.

WHAT INSPIRES YOU TO LEARN?

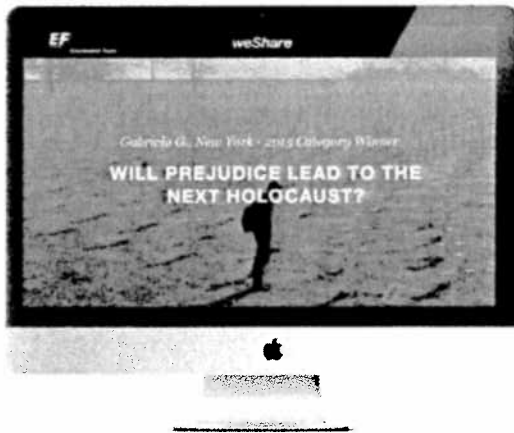
Every tour comes with weShare, a personalized learning experience powered by your own curiosity. Use your strengths to investigate an issue or topic that inspires you, then reflect on what you've learned through a post-tour project that gives even more meaning to travel—and can earn you academic credit.

Designed By Educators

Our all-star teaching staff created weShare's guided learning model and accompanying rubric to help you hone critical skills such as communication and cultural awareness.

Powered by Students

weShare connects your passions to your tour destination and helps you develop a question to investigate while traveling. Post-tour projects let you reflect on and share what you've learned, and even earn academic credit (which looks great on college applications and résumés).



Featured Project

Will Prejudice Lead to the Next Holocaust?

Gabriela G. from New York

Gabriela won the weShare 2015 Grand Prize, earning a free spot in the 2016 Europe Summit.

What will you learn?

How will you share it?

*To view more projects,
go to eftours.com/EFweShare*

GET READY FOR YOUR ADVENTURE

We help you every step of the way

From the moment you enroll on your EF tour, we are by your side to help you prepare. Here's a timeline of when you will receive our online resources and printed materials:



Immediately

Personalized website

We've created a personal, individualized website for every EF traveler, allowing you to view your itinerary, make payments, watch destination videos, and more.



Shortly after you enroll

Tour Handbook

You'll receive your handbook in the mail shortly after you enroll. The handbook helps you prepare for your tour by outlining a typical day, explaining travel requirements, and giving you helpful advice and tips.



A few months prior to departure

Departure kit

Get everything you need to prepare for your travel adventure—packing tips, key phrases, the Safety Handbook, emergency calling instructions—in your Departure Kit.

Backpack and luggage tag

Your Group Leader will provide you with your very own EF backpack and luggage tag, which you can use on tour.

Interact with us on:



PAYMENTS, DONATIONS & COVERAGE

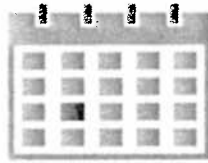
How do you pay for your tour?

We believe every student should have the opportunity to travel. That's why our flexible and convenient payment options let you choose when—and how—you want to pay.

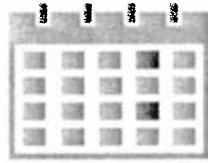
You can **pay in full upon enrollment** or choose one of the following payment plans:

Automatic Payment Plan—Free

- Convenient payments will be automatically deducted from a checking account or an ATM/debit card (card must display the Visa or MasterCard logo).
- Choose your payment frequency:



Monthly payments on your preferred date



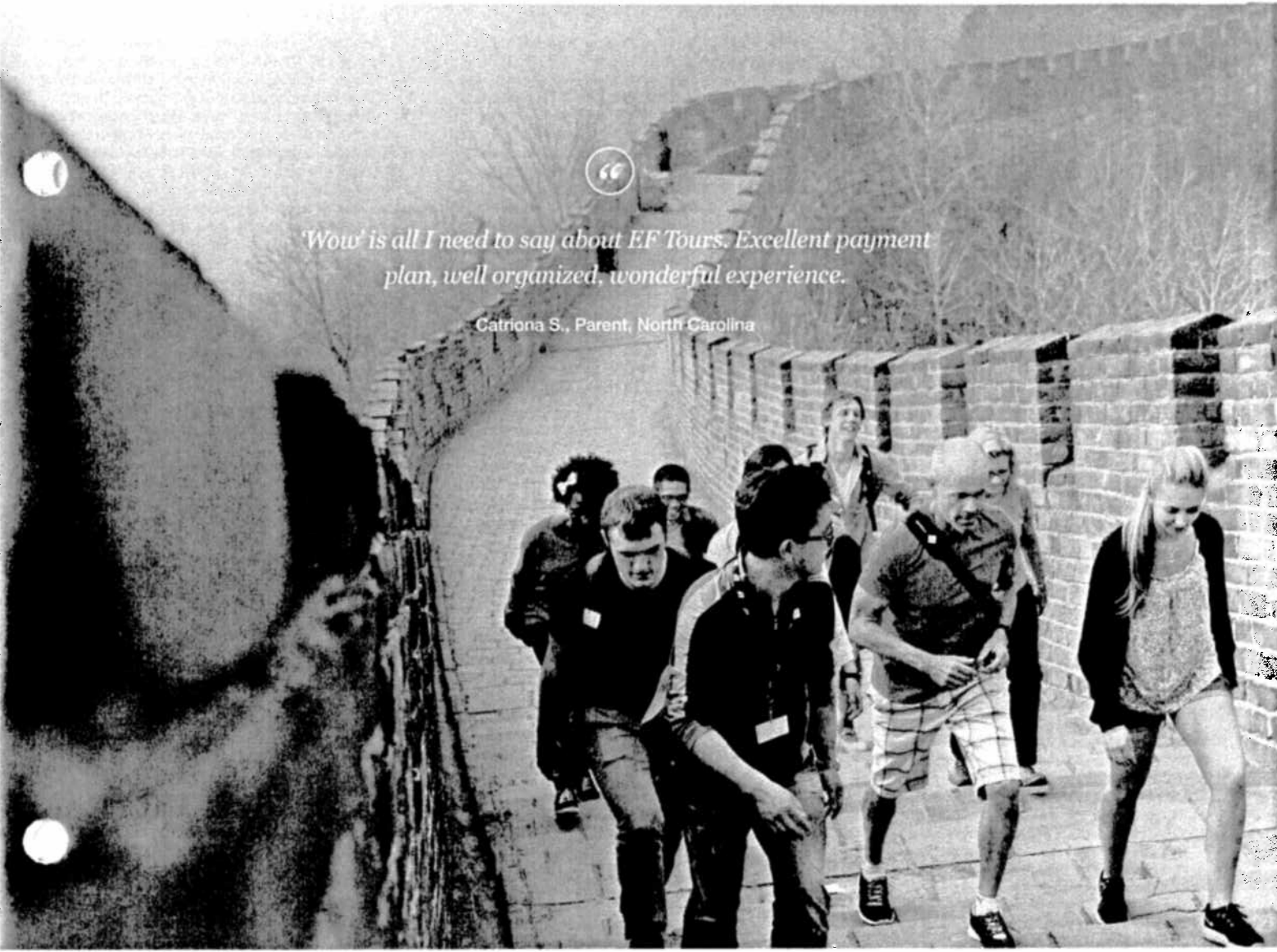
Bi-weekly payments on your preferred weekday

- You may extend the final payment deadline until up to 25 days prior to departure date.
 - With this plan you never have to worry about late fees.
-

Manual Payment Plan—\$50 plan fee

- Pay in larger installments using an ATM/debit card, credit card (card must display the Visa or MasterCard logo), or personal checks.
- You will receive invoices based on the following schedule:
 - \$500 due 30 days after enrollment.
 - \$500 due 90 days after enrollment.
 - Remaining balance due 110 days prior to departure.
- Non-refundable late fees will be assessed for missed payments.

For specific plan details, see Page 10.



“
Wow is all I need to say about EF Tours. Excellent payment plan, well organized, wonderful experience.

Catriona S., Parent, North Carolina

Tour donations made easy

Donations are a great way to help you pay for your tour. That's why we set up your very own tour donation page on your personal website to help you raise money. You can share the link to your page with family and friends via Facebook, Twitter, or email. Donations can be made securely online by credit card or checking account, and they go directly toward your account balance.

Global Travel Protection Plan

You can choose to enroll in the Global Travel Protection plan. Designed specifically with EF travelers in mind, the plan provides protection should something unexpected happen before, en route, or during the tour.

Learn more at eftours.com/coverage

EF'S BOOKING CONDITIONS

These Booking Conditions are valid for all EF tours departing after October 1, 2016, and are subject to change with or without notice. The most current Booking Conditions at the time of your departure will apply, which are available at eftours.com/bc. All tours are operated outside of the U.S. by EF Education First International AG, Switzerland. EF Institute for Cultural Exchange Inc. is a marketing service provider for that company and is referred herein together with EF Education First International AG as "EF."

WHAT'S INCLUDED IN THE PRICE?

- Program price
- \$95 non-refundable deposit
- Round-trip airfare
- Accommodations in hotels with private bathrooms (unless otherwise indicated on the itinerary)
- A Tour Director available 24 hours a day from when you arrive until you depart (unless otherwise indicated on your itinerary)
- Breakfast and dinner daily in Europe. For non-European destinations different meal plans may apply
- Sightseeing tours and excursions led by licensed local guides as specified
- Airport transfers and transportation between destination cities
- Transportation to all included activities
- Entrance fees and theater tickets as specified
- EF walking tours and Tour Director-led sightseeing as specified
- Cruises, trains or ferries as specified
- Adult supplement (if applicable)
- Weekend supplement (\$35 fee for any flight departing Friday, Saturday or Sunday in either direction if applicable)
- Support from EF representatives abroad
- 24-hour worldwide emergency service

The above apply to all tours unless otherwise noted on the tour itinerary. If we ever fail to provide you with any of the above, we will refund you its value upon your return from the tour.

What does the non-refundable deposit include?

All travelers must pay the non-refundable, non-transferable \$95 deposit upon enrollment in order for the enrollment to be complete. After travel is completed on the first tour, repeat travelers will receive a \$100 repeat traveler discount off future tours. *EF Explore America repeat travelers will receive a \$50 repeat traveler discount off future EF tours.) The \$95 non-refundable deposit includes:

- EF's standard cancellation policy and travel warning cancellations as described on p. 11
- EF backpack and luggage tag for each tour
- Processing services by EF staff
- Eligibility for discounts on other EF programs

*Repeat travelers are paying travelers who traveled beginning in 2003. Travelers who cancel their tour prior to traveling are not eligible for a repeat traveler discount. The repeat traveler discount is non-refundable and non-transferable.

WHAT'S NOT INCLUDED IN THE PRICE?

- Rooming supplement (if applicable)
- Optional excursions (except where indicated)
- Global Travel Protection plan
- Beverages and lunches (except where specified)
- Transportation to free-time activities
- Customary gratuities (for your Tour Director, bus drivers and local guides)
- Portage
- Any applicable baggage handling fees imposed by the airlines (see eftours.com/baggage for complete details)
- Expenses caused by airline rescheduling, cancellations or delays caused by the airlines, bad weather or events beyond EF's control (see next page for details)
- Passport, visa and reciprocity fees

PRICE VALIDITY

Availability of prices in this brochure is limited, and at the time a traveler enrolls on a tour, prices may be different. For current prices, please visit eftours.com.

GROUP TRAVEL

How does group travel work?

We believe that all students should have the opportunity to travel, which means we do everything we can to keep our program prices the lowest in the industry without sacrificing quality. One of the ways we do that is by combining groups to fill a tour bus, so that all travelers help cover the costs of the bus, the Tour Director, local guides, etc. Consolidating groups also allows travelers to meet

students from other schools, although groups may not be of the same age level.

Therefore, in order for everyone to travel for the lowest price possible, group travel requires some flexibility. Each group submits its preferred tour choices and travel dates, and then we book all of the groups with the same requested tours on one specific departure date. Because EF is the largest student travel provider, it's rare that groups do not travel on their first-choice tour. However, on occasion, we may need to book your group on a second- or third-choice tour. If we fail to offer a comparable tour, travelers may opt to receive a full refund. EF strives to keep departure dates within two days of the requested date for tours departing October through April, and within four days of the requested date for tours departing May through September. Your final tour itinerary and travel dates will be confirmed approximately two months prior to departure.

Anything else I need to know about my itinerary?

Based on your travel dates, there may be times when it becomes necessary to modify your itinerary. Sometimes this involves changing the order in which cities are visited, altering your length of stay in a city or country, or using an alternate airport. On certain days, especially holidays, some tour inclusions may be unavailable. In such cases, we will substitute different inclusions or provide a refund after the tour. Tours are designed for students, as reflected in the pacing, accommodations and other aspects of the tour.

PRIVATE GROUPS

What if my group wants to travel on our own without being consolidated?

If you want the privacy of your own tour bus and a Tour Director just for your group, you can choose to travel as a private group. This option is available for an additional fee, which varies based on the final number of full-paying travelers. If your group fills a standard-size tour bus, the private group option is free. The itinerary may not be modified while on tour (i.e. you do not have the tour bus at your disposal), however you are able to make certain tour modifications prior to the tour departure. Although your base itinerary will include only your group, you may be consolidated with others during optional excursions. Also, due to flight and hotel availability, we require the same departure date flexibility as described above. Please let EF know prior to your first enrollment if you would like to be a private group.

What if my group is traveling on a customized tour?

If your group is traveling on a customized tour you will automatically be traveling as a private group. The tour price for your customized tour can fluctuate based on the group size and will be finalized based on the number of paying travelers at the time of departure.

ENROLLMENT

All Enrollment Forms must be received at EF by 110 days prior to departure. Travelers should provide complete first, middle and last names and dates of birth as they appear (or will appear) on their passports.

What is the cost of a name correction?

Any corrections to match passport names made after 110 days prior to departure require that we change the flight reservation, resulting in a minimum fee of \$200 per airline up to the cost of a new published fare ticket. This may also result in a different flight itinerary for the group. Travelers who have not yet applied for a passport should provide their full name and date of birth as they appear on their birth certificate.

How do travelers enroll?

Enrollment Forms and payment can be submitted to EF in any of the following ways:

Online
eftours.com/enroll

Mail
EF Educational Tours
EF Center Boston
Two Education Circle
Cambridge, MA 02141

Phone
800-665-5364

Fax
800-318-3732

We encourage travelers to take advantage of our paperless billing. Travelers who prefer to receive notices by mail can indicate so during enrollment.

Can a traveler enroll on a waitlist if the tour is full?

Upon the discretion of the Group Leader, a waitlist may be offered for full tours. The \$95 non-refundable deposit is required for waitlist enrollments. If a spot becomes available on the tour and the applicant chooses to enroll, EF's payment plan and cancellation policy apply. If space is not available by 14 days prior to departure or if the applicant cancels from the waitlist, the \$95 deposit will be refunded.

Can children under 11 go on tour?

We do not allow children under the age of 6 to travel with us. Travelers ages 6-10 must have an adult chaperone other than the Group Leader and will have to room with an adult in a twin (a room with two beds) or family room (a room with two twin beds and a cot) and pay all applicable fees.

Can adults go on tour?

EF's published program prices are based on student rates for transportation, admissions, accommodations, etc. We welcome adults (those age 20 and older, including those who will turn 20 while on tour), but have to charge a per-person flat fee supplement of \$125, plus \$30 per night of the tour, to cover the difference between student and adult rates. Adults will pay an additional \$40 per night for the sea portion of their tour on overnight ferries and cruises. Please see next page for information on adult rooming. Groups comprised of a majority of adults must select the private group option.

LATE ENROLLMENTS

Can a traveler enroll after 110 days prior to departure?

If a traveler enrolls 109 days or fewer prior to departure, they are considered a late enrollment. Full payment is needed at time of enrollment, including a non-refundable \$145 late enrollment fee (cash or personal checks are not accepted). The traveler will be placed on a waiting list while we check bus and flight availability. If we are unable to place the traveler on a tour or offer an alternate flight to meet up with the tour, the traveler will receive a full refund. We may also offer the option of arranging your own flight and buying the land-only portion of the tour.

PASSPORTS AND VISAS

Who is responsible for getting travelers' passports, visas, and other travel documents?

Each traveler must obtain a passport and any applicable visas or other travel documents prior to departure. For certain tours, we will need passport information 110 days prior to departure. If a traveler is unable to obtain these travel documents, our standard cancellation policy will apply (see first column on p. 11). Please be sure that passports are valid for at least six months after the tour ends. Non-U.S. citizens will need to contact the embassy or consulate of their destination countries to ensure they meet specific entry requirements. Remember to check the itinerary carefully for all countries that will be visited (including countries visited in transit). Visit the U.S. Department of State at travel.state.gov for further information.

INSURANCE COVERAGE

Is travel insurance coverage available?

Travelers can protect their investment from the unexpected with the offered Global Travel Protection plan. Designed specifically with EF travelers in mind, this plan covers all travelers for the official tour portions while groups are traveling with a Tour Director. Please be aware that your Group Leader may include the Global Travel Protection plan in the price of your tour. Additionally, if you are traveling on a Service Learning Tour operated by Me to We Trips you are required to have relevant traveler's insurance. Learn more at eftours.com/coverage. The Global Travel Protection plan is non-refundable.

FLIGHT INFORMATION

Which airlines are used by EF?

EF reserves seats with major airlines, including Aer Lingus, Air Canada, Air France, Air New Zealand, Alitalia, American, British Airways, Copa Airlines, Delta, Iberia, Icelandair, KLM, Lan Airlines, Lufthansa, Qantas, South African Airways, Swiss, United, Virgin Atlantic Airways and other U.S. and international carriers. Our contracts do not allow upgrades, stopovers or the accrual of frequent flier miles.

What will my flights be like?

We always do our best to provide the most direct route to your destination city. However, due to available flight routings, we cannot guarantee non-stop or direct flights. Sometimes groups may travel on an overnight red-eye flight, departing the evening before the tour.

is scheduled to begin. In rare cases, groups may have a domestic and/or international overnight, layover and/or bus transfer. Based on seat availability and the size of the plane, we may not be able to accommodate all members of a group on the same flight, in which case the Group Leader will determine in which flight itinerary each traveler will travel. In such instances that a traveler is not satisfied with their flight assignment, standard cancellation fees apply. We are unable to pre-assign seating. Seat assignments will be provided on board. Depending on your group's size, travelers may or may not sit together. Some countries may require aircraft inspection/treatment for inbound foreign flights. A list of such countries is available at [effours.com/secticide](#).

Do I have to travel on all legs of my flight itinerary?

You must travel on all legs of your itinerary. If you do not travel on a portion of your flights, the remaining portions will be cancelled. You will be responsible for purchasing a new ticket as well as for any service fees charged by the airlines.

What happens if my flight is delayed?

EF is not responsible for airline schedule changes, or mechanical weather or capacity-related flight delays, however, visit [effours.com/coverage](#) for coverage offered in the Global Travel Protection plan.

Are any airports interchangeable?

Flights to and from the following destinations may originate/terminate at any of the airports in that vicinity. On occasion, the tour may return to a different airport than the one you departed from.

- Houston: George Bush Intercontinental or Hobby
- Miami: Fort Lauderdale or Miami
- New York: LaGuardia, JFK or Newark
- Washington: D.C./Baltimore, BWI, Dulles or Ronald Reagan National
- Ireland: Cork or Shannon
- Italy: Milan or Venice
- Scotland: Edinburgh or Glasgow

Are there flight restrictions for travelers under 18?

Anyone younger than 18 years old traveling apart from the group without an adult companion must register with the airlines as an unaccompanied minor. Please contact each airline on the minor's itinerary to make arrangements. Any resulting fees will be assessed to the airlines and are the responsibility of the traveler. A parent/guardian must provide written consent if he wishes to decline the unaccompanied minor service. Additionally, travelers younger than 18 years old are not permitted to travel land-only unless accompanied by an adult traveling on the tour.

SPECIAL TRAVEL REQUESTS

EF is happy to provide stay-ahead/stay-behind options, alternate departure airports and land-only tours for individual travelers or the whole group. If you have requested special travel arrangements, EF cannot guarantee that you will fly with your group in either direction.

What if the whole group wants to do a stay-ahead or stay-behind?

Where possible, EF will provide altered flight and/or land arrangements for a group of at least six paying travelers plus the Group Leader. Each traveler will have to pay any additional air and/or land costs. The Group Leader should submit one request for the whole group, which needs to be received prior to the first enrollment.

What if only one traveler has a special travel request?

Individual special travel requests should be submitted online at [effours.com](#) by 110 days prior to departure. Please keep in mind that you should not make any actual arrangements—such as booking a flight or hotel—until final tour itinerary and departure date have been finalized (around 60 days prior to departure). A \$150 service fee plus any additional air and/or land costs will be charged.

What are the types of individual special travel requests?

- **Individual stay-ahead/stay-behind option.** Where possible, EF will provide altered flight arrangements, according to a traveler's request. Travelers are responsible for making their own arrangements to and from the hotel or airport, as well as all land arrangements pertaining to their individual itinerary.
- **Alternate departure airports.** Program prices are based on group itineraries. If an individual wishes to fly out of a different airport than the group, the air portion of the itinerary will apply. Travelers must depart to and return to the same domestic airport.
- **Land-only tours.** On certain tours, travelers have the option to make their own flight arrangements and join the tour at the first

hotel on the itinerary. Travelers are responsible for making their own arrangements to and from the hotel or airport. In this case, the program price will be reduced depending on the length and destination of the tour. EF is not responsible for any travel-related delays or inconveniences for land-only travelers. Additionally, travelers younger than 18 years old are not permitted to travel land-only unless accompanied by an adult traveling on the tour.

OPTIONAL EXCURSIONS

What are optional excursions?

EF offers these activities in addition to what's already included on the itinerary. Some Group Leaders choose to add optional excursions to all traveler accounts.

When should I purchase optional excursions?

To secure a discounted price, optional excursions need to be purchased by 50 days prior to departure (70 days for Versailles). Most optional excursions can be purchased on tour at a slightly higher price (though there are a few that must be purchased prior to departure).

Are optional excursions refundable?

If EF cancels an optional excursion (due to low enrollment, for example), travelers will receive a full refund for the optional excursion after returning home from tour. To receive a refund for an optional excursion that you simply no longer wish to be enrolled in, you must let us know by 50 days prior to departure or no refund will be given.

TOUR EXTENSIONS

Many tours offer extensions that add days, destinations and activities to the base itinerary. Travelers must be accompanied by their Group Leader or a designated chaperone on tour extensions. Tour extension requests must be received prior to the first enrollment. A minimum number of travelers is required for a tour extension to run.

ROOMING

EF handles final rooming assignments for all travelers. Please ensure that all rooming requests are submitted by 110 days prior to departure.

How are students roomed?

Students will room in triples or quads with others of the same gender from the entire tour group. This means that students from different schools may room together. EF uses hotels with rooms that contain two double beds (beds for two people). Two students are expected to share each bed.

Can students request a twin room?

Students may request twin accommodations (a hotel room with two single beds) by submitting the name of their roommate. The following additional fees will apply:

- \$30 per hotel night per student
- \$70 per ferry or cruise night per student

(Please note: Twin accommodations are not available on overnight trains.)

How are adults roomed?

Adults are placed in twin accommodations (a hotel room with two single beds) with another adult of the same gender from the entire tour group unless the name of a roommate has been provided. This will mean that adults from different schools/organizations may room together.

Can adults request a room with a double bed?

Adults can request double-bed accommodations (a room with one bed for two people) by providing EF with the name of their roommate by 110 days prior to departure.

Can adults request a single room?

Adults can request a single room for an additional \$40 per hotel, cruise or ferry night. This fee is in addition to the standard adult supplement fees covered on the previous page. Single rooms are not available on overnight trains.

What are the sleeping arrangements on trains?

Overnight trains provide couchette sleeping berths or seats (recliners). The couchettes contain up to six fold-out beds that come down from the wall; on rare occasions, these compartments may not be exclusive to EF travelers and may be mixed gender. Single rooms and private bathrooms are not available on overnight trains.

MISCELLANEOUS

When does the tour officially start and end?

Each tour begins with the pick-up from the departure airport, and ends when the flight lands at the return airport. For those taking

their own flight arrangements, the tour begins upon arrival at the first EF hotel and ends upon departure from the last EF hotel, according to the itinerary. The official length of an EF tour does not include stay-ahead, stay-behind or any optional periods or activities when travelers are not escorted by a Tour Director.

What happens if EF has to cancel or modify a tour?

EF retains the right to cancel, modify or delay the tour as a result of unforeseeable events that are beyond EF's reasonable control, including but not limited to: acts of God, war (whether declared or undeclared), terrorist activities or threats of terrorists activities, instability in a destination country, incidents of violence, public health issues or quarantine or threats of public health issues, substantial currency fluctuations, strikes, government restrictions, fire or severe weather conditions, or any other reason that makes it impossible or commercially unreasonable in the sole opinion of EF to conduct the tour as originally contracted. If EF cancels the tour for any such reason, travelers will receive an EF future travel voucher for all monies paid, less the \$95 non-refundable deposit and any additional non-refundable fees. Cancellation by EF for causes described in this section shall not be a violation of its obligations to any traveler.

What if a refund is due?

Refunds for overpayments will be issued upon written request and after the most recent payment has been in the traveler's account for 21 days. Refunds will be issued in the name that appears on the traveler's account. All refund checks are mailed 4-6 weeks after the request has been processed. There will be a non-refundable \$35 stop-payment fee for lost refund checks.

What about lost belongings?

EF is not responsible for loss of passports, airline tickets or other documents, or for loss of or damage to luggage or any other passenger belongings. In the case of a lost paper airline ticket, the traveler is solely responsible for meeting the airline's requirements (both logistical and financial) for ticket replacement.

What about travelers with food allergies?

EF recognizes that some travelers may have severe food allergies. We will do our best to ensure that our suppliers are informed of the situation but we cannot guarantee that all requests will be accommodated. Travelers are responsible for making their own arrangements for all in-flight meals.

What if my tour dates do not fall in the range covered by these Booking Conditions?

Visit [effours.com/bc](#) for the most recent version of the latest travel year's Booking Conditions. The most current Booking Conditions will apply.

PROTECTION FOR TRAVELERS' PAYMENTS

Traveler's tour money is protected in the unlikely event of EF bankruptcy, insolvency or cessation of business under our participation in the United States Tour Operators Association (USTOA) \$1 Million Travelers Assistance Program. For program details and a list of its affiliates, contact USTOA by mail at 275 Madison Avenue, Suite 2014, NY, NY 10016, by email at [information@ustoa.com](#) or online at [USTOA.com](#).

TERMS AND PROVISIONS

The terms and provisions of these Booking Conditions supersede any other warranties, representations, terms or conditions, unless they are expressly stated within a Booking Conditions Addendum or in a letter signed by an EF officer. While EF makes every effort to ensure the accuracy of its publications, it cannot be held responsible for typographical or printing errors (including prices).

The tour operator for your trip is EF Education First International AG and ("EF") Haldenstrasse 4, CH-6006, Lucerne, Switzerland, organization number CHE-109 874 655, VAT number CHE-116 325 678 MWST. EF Institute for Cultural Exchange, Inc. is an affiliate of EF Education First International AG and acts only as a marketing services provider for that company. EF Institute for Cultural Exchange Inc. is not an agent of EF Education First International AG and does not provide any goods or services for your trip. The services provided are tax-exempt with credit in accordance with Swiss Federal Law with regard to VAT Article #23.

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PAYMENT PLAN TERMS & CONDITIONS

Should you choose the Automatic Payment Plan or Manual Payment Plan, the following Terms and Conditions apply.

AUTOMATIC PAYMENT PLAN

- Travelers must select a payment method of either direct debit from a checking account or an ATM debit card (card must display the Visa or MasterCard logo).
- EF must have the checking account or card holder signature on the Enrollment Form, electronic signature or verbal authorization indicating agreement to EF's Automatic Payment Plan Terms and Conditions before the plan is activated.
- A minimum of three months of automated payments are required. Travelers who are not eligible for the Automatic Payment Plan must pay in full upon enrollment or enroll in the Manual Payment Plan.
- Travelers must provide a valid email address and pay the tour's \$95 non-refundable deposit before the plan is activated.
- Travelers who choose monthly payments must choose a date between the 1st and 26th of the month on which their account will be automatically debited.
- Travelers who choose bi-weekly payments must choose a weekday on which their account will be automatically debited.
- Due to weekends and holidays, EF reserves the right to debit the travelers' account up to three days after the scheduled date.
- The Automatic Payment Plan amounts are subject to change if tour items or payments (other than the Automatic Payment Plan) are added or removed in excess of \$20. All other items or payments totaling \$20 or less that are added or removed will only be reflected in the final payment.
- After the Automatic Payment Plan's final scheduled payment, any additional items are due at time of purchase. Payments will no longer be automatically deducted.
- A non-refundable \$35 fee will be assessed each time a payment is returned or declined. In these cases the plan will be recalculated to have the missed payment redistributed across the remaining schedule. EF reserves the right to withdraw travelers from the plan for returns or declines in two consecutive payments. Should the final payment be returned or declined, travelers will automatically be withdrawn from the plan.
- Travelers are not charged late fees while enrolled in the Automatic Payment Plan. Should the traveler opt to withdraw from the plan or is withdrawn by EF, the traveler will be enrolled in the Manual Payment Plan and the \$50 plan fee will be assessed.
- All of the above terms and conditions of the Automatic Payment Plan also apply to travelers on EF Tours for Girl Scouts tours.

MANUAL PAYMENT PLAN

- If travelers do not pay in full upon enrollment or choose the Automatic Payment Plan, they will be enrolled in the Manual Payment Plan and a non-refundable \$50 plan fee will be applied.
- Based on date of enrollment, travelers will be invoiced up to three payments. The first payment of \$500 is due 30 days after enrollment. The second payment of \$500 is due 90 days after enrollment. The remaining balance is due 110 days prior to departure.
- A late fee of \$95 will be assessed for any missed payment. All late fees are non-refundable.
- Based on date of enrollment, travelers on an EF Tours for Girl Scouts tour will be invoiced up to five payments. The first payment of \$95 is due at the time of enrollment. The second payment of \$300 is due 60 days after enrollment. The third payment of \$600 is due 14 months prior to departure. The fourth payment of \$500 is due 9 months prior to departure. The remaining balance is due 110 days prior to departure.
- For travelers enrolled on an EF Tours for Girl Scouts tour, a late fee of \$35 will be assessed for missing either of the first or second payment. A late fee of \$75 will be assessed for missing either of the third or fourth payment. A \$95 late fee will be assessed for missing the final payment. All late fees are non-refundable.
- Travelers can pay with ATM/debit card, credit card (card must display the Visa or MasterCard logo) or personal checks.
- Payments made by personal check must be submitted with the traveler's name and account number.
- A non-refundable \$35 fee will be assessed each time a payment is returned or declined.
- Travelers are responsible for making on-time payments even if an invoice is not received.
- All payment due dates refer to the dates by which each payment must be received by EF.
- EF reserves the right to cancel the traveler's reservation if any payment is past due by 30 days (or 15 days after final payment).
- Payment for the Global Travel Protection Plan is due at time of purchase and the plan will not be purchased until payment is received.

PAPERLESS BILLING TERMS & CONDITIONS

Should you choose to enroll in Paperless Billing, the following Terms and Conditions apply.

- Traveler will receive electronic invoices in connection with all information related to EF account, including tour invoices, and other notices that are available in electronic format. Traveler understands this means that, once enrolled, traveler will not receive paper copies. Invoice reminders will be sent to the billing e-mail address that traveler provides on their enrollment form. Traveler may view and print invoices by logging into account at efours.com.
- EF is not responsible for any delay or failure to deliver any invoice, and traveler understands that nothing in these Terms and Conditions relieves obligation to pay invoice.
- Traveler may elect to not receive electronic invoices and change to billing by US mail at any time by logging into account at efours.com or by calling 800-665-5364.
- To the extent permitted by law, paperless billing is provided "as is" with faults and without warranties of any kind, either expressed or implied. Traveler assumes all responsibility and risk for use of paperless billing. EF does not warrant that the information, processes or services will be uninterrupted, or bug or error free.

CANCELLATION POLICY

The cancellation policies outlined below take into consideration the costs EF incurs long before groups ever depart. Notice of cancellation from an EF tour only be accepted from the traveler, his or her legal guardian or the Group Leader. The date of cancellation will be determined by the date on which EF gives notice. Cancellation refunds can only be made to the person whose name appears on the account; payments cannot be transferred to another account. In order to qualify for refunds in accordance with EF's standard cancellation policy, all payments must be received on time.

EF'S STANDARD CANCELLATION POLICY*

150 days or more prior to departure

Full refund less the \$95 non-refundable deposit, all non-refundable fees, and a \$300 cancellation fee.

149 to 110 days prior to departure

Full refund less the \$95 non-refundable deposit, all non-refundable fees, and a \$500 cancellation fee.

109 to 30 days prior to departure

Full refund less the \$95 non-refundable deposit, all non-refundable fees, and 50% of the program price.

29 days or less prior to departure

No refund will be issued.

*Travelers with a Global Travel Protection plan purchased on or after March 1, 2014 have the opportunity to cancel the trip until 60 days prior to departure due to reasons not covered by the protection plan and have the option to rebook to another EF Educational Tour, within 30 days of such cancellation. Traveler is responsible for finding a new tour and final placement is based on availability. Such tour needs to take place within 180 days from cancellation, and any difference in price will be covered by the traveler (non-refundable fees from the original tour will not be put toward the rebooked tour). This benefit is not an insurance.

CANCELLATION WITH REPLACEMENT**

150 days or more prior to departure

Full refund less the \$95 non-refundable deposit and all non-refundable fees.

149 to 110 days prior to departure

Full refund less the \$95 non-refundable deposit, all non-refundable fees, and a \$100 substitution fee.

109 days or less prior to departure

Replacements can no longer be accepted and EF's standard cancellation policy will apply.

**Cancellation with replacement refers to a traveler who cancels but finds a person to replace him or her for the same program. The replacement's Enrollment Form must be submitted at the same time as the notification of cancellation.



GROUP LEADER CANCELLATION

A Group Leader must accompany travelers on every tour. If a Group Leader cancels for any reason, he or she will be asked to assign a new Group Leader. Any travelers who cancel at this point and choose not to travel with their replacement Group Leader will be treated as standard cancellations. If no replacement Group Leader is found, the affected travelers will need to cancel to be eligible for EF's standard cancellation policy. Those travelers interested in being placed with a new tour group should contact EF at 800-665-5364. If we cannot find a new tour for these travelers, EF's standard cancellation policy will apply.

EF'S PEACE OF MIND PROGRAM

We understand that plans sometimes change due to unforeseen circumstances. That's why we provide EF's exclusive Peace of Mind Program. You can feel secure planning your trip knowing that your group has this added flexibility. Your Group Leader may choose from the following options:

45 days or more prior to departure

- Change the travel dates of your group's current tour
- Work with EF to modify your group's current tour or find a new tour
- Cancel your tour and all travelers will receive a transferrable travel voucher

44 days or less prior to departure

If a formal Travel Warning is issued by the U.S. Department of State for any country on your Itinerary, your Group Leader may still choose any option from the left

EF's Peace of Mind Program Terms & Conditions

Benefits of the Peace of Mind Program are only available to the entire group and not to individual travelers. Travelers missing any payment deadlines must pay any incurred late fees to qualify for this program. Revised tours must fall within the date range that these booking conditions are valid. If the revised tour has a higher price than the original tour travelers will be required to pay the difference as a condition of traveling on the revised tour. If EF cannot accommodate a revised tour request and/or the group decides not to travel on the original tour then the group may opt for travel vouchers. If the group does not travel on the original tour, travel on a revised tour or receive a future travel voucher, standard cancellation fees will apply. Travelers cancelling from a revised tour will be charged a cancellation fee based on the date that the original tour was revised or the date of cancellation from the revised tour, whichever is higher. EF will make every effort to accommodate revised tour requests. Travel vouchers will be issued in the amount of all monies paid by a traveler for the original tour less the \$95 non-refundable deposit and any other non-refundable fees. Travel vouchers are valid for the current and following travel year. Travel vouchers are transferrable at the face value of the voucher to members of the traveler's immediate family or to students and faculty of the traveler's school. The future travel voucher is not a merchandise credit or a gift certificate and may not be redeemed for cash. In order to qualify for the Peace of Mind Program 44 days or less prior to departure a formal Travel Warning must be issued by the U.S. Department of State, stating that Americans should not travel to any location or locations that are included in the group's tour itinerary. EF Educational Tours will not operate any tour to a location which is under an active U.S. Department of State Travel Warning.

RELEASE & AGREEMENT

I (or parent or guardian if enrollee is under 18) am an enrollee for an EF educational tour. By signing the EF Educational Tours Enrollment Form, I understand and agree to the following:

- I acknowledge and understand that my tour is operated outside of the U.S. by EF Education First International AG (Switzerland), and that EF Institute for Cultural Exchange, Inc. acts only as a marketing service provider for that company. If I am participating in a Service Learning Tour, I acknowledge and understand that a portion of my tour may be operated by Me to We Trips Ltd., a Canadian entity in collaboration with Free The Children.
- EF Institute for Cultural Exchange, Inc., EF Education First International AG, and their affiliated companies, partners, and any companies acting on their behalf, along with their officers, directors, employees, independent contractors, agents, and authorized representatives (collectively referred herein as "EF") do not own or operate any entity which is to or does provide goods or services for my program, including, for example, hotels, arrangements for or ownership or control over houses, apartments or other lodging facilities, tour directors, airline, vessel, bus or other transportation companies, local ground operators, visa processing services, providers or organizers of optional excursions, food service or entertainment providers, etc. I acknowledge that all such persons and entities, specifically the Tour Director assigned to my tour, are independent contractors and not employees of or employed by EF. As a result, EF is not liable for any negligent or willful act or failure to act of any such person or entity or of any third party.
- Without limitation, EF and/or Me to We Trips, Ltd. in collaboration with Free The Children, and its affiliated companies, partners, any companies acting on its behalf, each of their directors, officers, employees, volunteers, sponsors, independent contractors, agents and authorized representatives (together referred to as "MTW") are not responsible for any injury, loss or damage to person or property, death, delay or inconvenience in connection with the provision of any goods or services occasioned by or resulting from, but not limited to, acts of God, force majeure, acts of government, acts of war or civil unrest, insurrection or revolt, strikes or other labor activities, criminal, terrorist or threatened terrorist activities of any kind, overbooking or downgrading of accommodations, structural or other defective conditions in houses, apartments or other lodging facilities or in any heating, plumbing, electrical or structural problem therein, mechanical or other failure of airplanes or other means of transportation or for any failure of any transportation mechanism to arrive or depart timely or safely, dangers associated with or bites from animals, insects or pests, sanitation problems, food poisoning, epidemics or the threat thereof, disease, lack of access to or quality of medical care, difficulty in evacuation in case of a medical or other emergency, or any negligent or willful act or failure to act of any third party, or for any other cause beyond the direct control of EF or MTW.
- I agree to release EF and my school, my school district, my school board, MTW, and my Group Leader (the "Released Parties") from, and agree not to sue the Released Parties for, any and all claims, of any nature related in any manner to my participation in an EF-sponsored tour or a Service Learning Tour, including but not limited to, claims for negligence, breach of contract, breach of express or implied warranties, negligence or wrongful death or any statutorily based claim. I hereby unconditionally and unequivocally waive any and all claims and demands for all damages, losses, costs and expenses of any nature whatsoever (including attorneys' fees) on account of or arising out of any and all personal injury, death, bodily injury, mental anguish, emotional distress, property or other damage that I may suffer from any cause whatsoever related in any way to my participation in any EF-sponsored tour or a Service Learning Tour. I further agree to release the Released Parties from any and all decisions to cancel, modify or delay the tour as a result of unforeseeable events that are beyond the reasonable control of EF or MTW or which become necessary or advisable so as to increase the quality of the tour.
- I understand that travel in other nations is not similar to travel within the United States. Programs outside the United States can involve inconvenience and risk, including, but not limited to, forces of nature, geographic and climatic conditions, different hygienic standards, infrastructure problems (including road maintenance, transportation delays and accommodation condition), civil unrest, vandalism, crime, political instability and terrorism. Medical services or facilities may not be readily available or available at all during all or part of a program and, if available, may not be equal to standards in participant's home country. I understand that a Service Learning Tour is a physically demanding excursion in a developing country and I knowingly assume the risks of such an excursion. I assume all risk of bodily injury, death, emotional trauma, property damage, inconvenience and/or loss resulting from negligence or any other acts of any and all persons or entities, however caused, including, but not limited to, those risks mentioned above. It is my intention fully to assume all of the risks of travel and participation in the program and to release the Released Parties from any and all liabilities to the maximum extent permitted by law. If this form is also signed by a parent or legal guardian, that parent or guardian is making a similar release.
- In addition, EF and MTW shall have no responsibility for me whatsoever when I am absent from an EF- or MTW supervised activity or for non-supervised activities, such as visits to friends or relatives or during stay-ahead/stay-behind option periods or any other optional period or activity when not escorted by a Tour Director.
- My tour begins with the takeoff from the EF departure airport and ends upon completion of the flight back to the origin (or other arrival airport).
- The air carrier's liability for loss of or damage to baggage or property, or for death or injury to person, is subject to and limited by the airlines' contract of carriage, its tariff, the Montreal Convention or Warsaw Convention and their amendments or both.
- EF or my Group Leader reserves the right to refuse or cancel my participation at its sole discretion. In such event, standard cancellation policies as outlined in the Booking Conditions apply.

- I agree to abide by EF's and MTW's regulations and the directions of my Group Leader, my Tour Director, and EF's or MTW's personnel during my tour. Failure to do so may result in my Group Leader or EF terminating me from the tour immediately. I understand that to disobey such a direction or instruction is to waive the right to a refund of any part of my program price, and that my Group Leader or EF may then send me home at my own expense.
- I agree to abide by all local laws when abroad. I understand that if I abuse or disobey such laws, even unintentionally, I waive my right to a refund of any part of the program price, and my Group Leader or EF may send me home at my own expense. I also understand that should local authorities be involved, I will be subject to the laws of the country I am visiting.
- If I become ill or incapacitated, EF, MTW, and their employees, or my Group Leader, may take any action they deem necessary for my safety and well-being, including notifying parents/guardians and/or securing medical treatment (at my own expense) and transporting me home. EF retains the right, in its sole discretion, to contact the traveler's parent(s) and/or guardian with regard to health issues or any matter whatsoever that relates to the traveler's tour. These rights transcend any and all privacy regulations that may apply. In the event of a medical emergency, EF or MTW will attempt to cause appropriate treatment to be administered, and the traveler authorizes EF or MTW to do so. EF or MTW, however, make no warranty that it will be able to cause effective (or any) emergency treatment to be administered or to be timely administered.
- I have made the choice to travel with the teacher/Group Leader organizing my group. I understand that this choice is the responsibility of EF. I understand that my Group Leader is able to make decisions on my behalf, including but not limited to changing the group's requested tour or travel date and requiring that I purchase items such as Global Travel Protection plan and optional excursions. I understand that a Group Leader must accompany me on tour. If my Group Leader cancels for any reason, EF will ask him or her to assign a new Group Leader. If I cancel at this point and choose not to travel with the replacement Group Leader, I will be treated as a standard cancellation. If no replacement Group Leader can be found, I will need to cancel and EF's standard cancellation policy will apply. I may also request that EF place me with a new tour group. If EF cannot find a new tour group for me, EF's standard cancellation policy will apply.
- This Release and Agreement and EF's Booking Conditions constitute the entire agreement between EF and me with reference to the subject matter herein, and I do not rely upon any promises, inducements or agreements not herein, including but not limited to any oral statements made to me by any agents or employees of EF or by my school or Group Leader. This agreement may be amended or modified only in a writing, signed by EF. The waiver by EF of any provision of this agreement shall in no way affect the remaining provisions of this agreement, and this agreement shall be interpreted as if such clause or provision were not contained herein.
- If traveling to Cuba, I acknowledge that EF will provide me additional booking conditions that I am required to review and agree to. These additional booking conditions will be sent to me and must be signed and returned to EF prior to the departure of my tour.
- This agreement and performance hereunder shall be governed in all respects, by the substantive laws of the Commonwealth of Massachusetts. In the event of any claim, dispute or proceeding arising out of my relationship with EF or MTW, or any claim which arises between the Parties, whether or not related to this agreement, the literature for the trip or the trip itself, it shall be resolved solely in courts of the Commonwealth of Massachusetts and/or the United States District Court for the District of Massachusetts.
- For travelers in Utah only: This tour is not sponsored by any public school, public school district or other public entity, and is operated and organized by a privately owned company.
- EF and MTW may use any film or digital likeness taken of me and any of my comments while on an EF tour, as well as any project work (including but not limited to online learning programs offered by EF) for future publicity without compensation to me and also use my contact information for future EF promotions. I have read and agreed to the Terms of Use and Privacy Policy outlined at [efhours.com/legal-notice](https://www.efhours.com/legal-notice) and I consent to EF's processing of my personal data.

LIMITED POWER OF ATTORNEY

For parents/guardians of travelers under the age of 18

I understand and agree, in accordance with the "Enrollment Booklet," "Release and Agreement" and "Booking Conditions," that the tour itinerary may include certain activities (such as whitewater rafting in Costa Rica) that may require the Group Leader to sign a release on behalf of the travelers (who are minors and cannot sign for themselves) in order to allow participation. This Limited Power of Attorney allows the Group Leader to execute these documents on your behalf should the need arise. Your execution of this Limited Power of Attorney is voluntary and if you choose not to grant this Limited Power of Attorney your child may still participate in the tour but may not be able to participate in some tour activities. With regard to said activities:

- I understand and agree that my child with my permission has voluntarily chosen to participate in the activities and we assume all dangers and risks associated with the activities.
- I do hereby delegate to the Group Leader a "Limited Power of Attorney" and full authority to sign any documents, including but not limited to liability releases, permission slips, waivers and/or any other type of participation agreement required by the operators of any activity for participation. By signing the EF Educational Tours Enrollment Form, I understand and agree to the above.

EF'S RULES OF THE ROAD

WHEN YOU ENROLL ON YOUR TOUR

By agreeing to EF's Rules of the Road, which can also be found on your personalized website. If you do not conform to these regulations or any specific rules set by your Group Leader, you risk dismissal from the tour, returning home at your expense with no refund for the missed tour portion. Decisions regarding tour dismissal are up to EF and/or your Group Leader.

If you are traveling on a Service Learning Tour operated by Me to We Ltd., you must also adhere to Me to We's Rules of the Road. Please visit eftours.com/mtwrules for more details.

ALL TRAVELERS MUST ADHERE TO THE FOLLOWING REGULATIONS WHILE ON TOUR

All scheduled activities are obligatory. If you are sick or have a physical ailment that might prevent you from participating in an activity, you must tell the Group Leader, who should notify the Tour Director.

If you want to visit friends or relatives in a destination country, your Group Leader must be told before the tour begins. Please complete the Tour Release Form, found under Forms and Resources in your personalized website, to receive permission for the visits. You must then give the form to your Tour Director upon arrival.

You are expected to respect the nightly curfew that your Group Leader may set for your own safety and security. Room checks will be conducted at the Group Leader's discretion. Visitors or group members of the opposite sex are not permitted in your room.

Smoking is not allowed on buses, during meals, in hotel rooms or in any other shared, enclosed space.

Hitchhiking and the driving or renting of any motor vehicle is strictly forbidden for all travelers.




All travelers are required to pay for any phone calls or incidental personal expenses incurred at hotels. These will be payable the evening before departure at each hotel.

Travelers under the age of 18 may not consume alcohol on tour. Travelers over the age of 18 (or older, if local laws require) may consume beer or wine in moderation. The consumption of hard liquor is strictly forbidden. Group Leaders and/or parents may prohibit all alcohol consumption at their discretion. Excessive drinking by any traveler will not be tolerated and will result in dismissal from tour at the traveler's own expense.

Illegal activities will not be tolerated and are punishable by immediate dismissal from the tour. If you are involved in any illegal activities, all costs to return home are at your expense. If the local authorities are involved, you will be subject to the laws of the country you are visiting.

Payment for damage done to hotel rooms or to buses is your responsibility. If you notice any damage upon arrival at a hotel, you should notify the Tour Director immediately.

ENROLLMENT FORM

-  **ONLINE** [effours.com/enroll](#)
-  **PHONE** 800.665.5364 Fax: 800.378.2712
-  **MAIL** Send in your Enrollment Form in the prepaid envelope provided to: HF Educational Tours, Two Education Circle, Cambridge, MA 02141. Please do not send cash payments.

Please ask your Group Leader to either affix label here or fill out the following:
 Form # required for passport (if Enrollment Form)
 Visa (one-time fee requested to our USA office via Group Leader)
 Group Leaders: Available for USA, Puerto Rico and Northern Africa

A non-refundable \$95 deposit must be paid at the time of enrollment. Enrollment at our USA office is subject to being open in your passport at the time of enrollment.

TRAVELER INFO PLEASE USE BLOCK CAPITALS ONLY. IMPORTANT! FULL NAME (INCLUDING MIDDLE NAME, IF APPLICABLE) MUST BE AN EXACT MATCH OF YOUR PASSPORT NAME. THERE IS A MINIMUM \$200 FEE FOR NAME CHANGES.

Passport name
 First Name
 Last Name
 Middle Name

Traveler information
 Male Female Yes No
 Single Married Divorced Widowed
 Preferred language: English Spanish Other
 Prefero comunicacion en Español cuando este disponible

EMERGENCY CONTACT REQUIRED FOR ALL TOUR COMMUNICATION AND IN CASE OF EMERGENCY. EMERGENCY CONTACT SHOULD NOT BE TRAVELING (ON TOUR OR OTHERWISE) DURING THE LENGTH OF THE TOUR.

Contact name
 First Name
 Last Name
 Middle Name

Contact information
 Parent Guardian Relative Spouse Friend Male Female Other
 Prefero comunicacion en Español cuando este disponible

Contact details
 Home Phone
 Cell Phone
 Email
 Address



GLOBAL TRAVEL PROTECTION PLAN

Yes, I want to protect myself by enrolling in the Global Travel Protection plan. [Learn more at effours.com/coverage](#)

PAYMENT INFORMATION

Billing information:
 Account holder's name
 Billing address if different from traveler address
 Billing email
 Account holder's signature
 Please do not enroll me in paperless billing. I want to receive bills by mail

Automatic Payment Plan - Free
 Select your monthly charge date: 7, 14, 21, 28
 Do you prefer bi-weekly options or other monthly charge dates? Call 800.665.5364 after enrollment.
 Bank routing number Checking account number
 ATM debit card number
 Billing ZIP code Expiration date

Manual Payment Plan - \$50 plan fee
 Bank routing number Checking account number
 ATM debit card or travel card number
 Billing ZIP code Expiration date

Total amount to be processed at time of enrollment: Without Global Travel Protection plan: \$95 enrollment with Global Travel Protection plan: \$250
 \$

SIGNATURE (YOUR ENROLLMENT FORM MUST BE SIGNED BELOW BY YOU, AND IF THE APPLICANT IS UNDER 18, BY YOUR PARENT/GUARDIAN.)

I, or my parent/legal guardian, if a minor, hereby have completely read and fully understand HF's Booking Conditions, "Policies, Terms and Conditions," Privacy Policy, "Cancellation Policy," Booking and Agreement and Booking Rules as applied to my tour and/or applicable services and have agreed to pay for, and to accept the services provided by, all the Booking Conditions, "Policies, Terms and Conditions," Booking and Agreement and Booking Rules of the HF and the HF's applicable policies, terms and conditions and I acknowledge that the HF is not responsible for any loss of income or other expenses incurred by me or my family as a result of my or my family's failure to sign these booking conditions. I agree to pay for the tour and any other applicable services and to accept the services provided by the HF and its affiliates.

Signature of enrollee (or parent/legal guardian if enrollee is a minor)