# Form 7 – Single Student Traveller’s Checklist (Policy 4000-5-11)

This checklist is to be completed, signed and submitted to the dean when seeking approval for international travel. This checklist must be complete and signed before final approval may be given.

|  |  |
| --- | --- |
| Traveller’s Name: |  |
| Trip: |  |
| Travel Period: |  |

### Approvals

|  |  |  |
| --- | --- | --- |
| Requirement  | Planned | Complete |
| I have met all college academic prerequisites for participation in this travel |  |  |
| My state of health and fitness permits me to participate fully in this travel and any associated activities without risking or jeopardizing my well-being, the well-being of fellow travellers, or the uninterrupted continuity of the travel and activities |  |  |
| I have obtained travel/cancellation insurance and obtained out-of-country medical insurance that contains a medical evacuation provision and covers medical expenses over and above what is covered by my government health plan |  |  |
| I have completed all immunizations required for this trip |  |  |
| I am aware of and have considered the other medical and health recommendations made to me by the trip leader, including the recommendation to consult with a health care provider or advisor regarding medical or health preparation for this trip |  |  |
| I have acquired personal medications sufficient for the duration of this trip |  |  |
| I have completed the required travel orientation and cultural sensitivity training |  |  |
| I have read, and I understand all relevant college policies, including specifically the [Student Rights and Responsibilities and Discipline (2000-5-1) policy](https://www.lambtoncollege.ca/custom/Pages/Policies/Policy.aspx?id=2147491640) |  |  |
| I have completed and submitted to the dean my personal information sheet |  |  |
| I have completed and submitted to the dean Form 7 - Single Student Traveller’s Checklist |  |  |
| I have completed and submitted to the dean Form 8 – Single Student Traveller’s Agreement |  |  |
| I have completed all travel and accommodation arrangements, and have provided the dean with my detailed itinerary, including contact information |  |  |
| I have provided my emergency contact information to the dean |  |  |
| I have fully completed and submitted to the dean all other documentation required by the college |  |  |
| I am aware of and meet all government requirements for travel to, from and within the countries involved in this travel |  |  |
| I have a valid passport that does not expire within 6 months of the return date of this trip |  |  |
| I have acquired any visas required for this trip |  |  |
| I have a copy of the itinerary for this trip and have provided it to the dean and my emergency contact person |  |  |
| I have read and understand the Safe Travel Checklist |  |  |
| I have registered at the Canadian embassy for the destination country(ries) |  |  |

I have completed all of the above items:

Traveller’s Name:

Signature:

Date: