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# MAKING YOUR OWN AIR ARRANGEMENTS

The following information is for participants who are considering making their own air arrangements to and from France. This includes requests to extend one's stay in Europe, to return from a different city, or any other changes from the group's flight arrangements, as made by VIE.

**Please note: any Organizing Teacher may require all program participants to fly both ways with the group and may refuse to allow his/her participants to make their Own Air arrangements.**

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## **What type of airline arrangements will VIE make for the group?**

The group will be issued round-trip airline tickets on regularly scheduled airlines, from their departure city in the U.S. to Charles de Gaulle airport in Paris and back to the original departure city in the US. These arrangements may include one or more connecting flights. **The Preliminary Flight Information** for the group will be given to the group leader approximately 90 days before departure. **The Final Flight Information** will be given to the group leader approximately 2 weeks before departure.

## **What responsibility will I have if I make my Own Air arrangements?**

In signing the **Own Air Release Form** you agree that you will be responsible for making your own flight reservations and purchasing your own round-trip tickets at your cost, for arranging your own transportation to and from the airport, and for meeting the group at the location you agree upon with your Organizing Teacher and VIE.

Your parents assume complete responsibility for you until the time you join the group at the location you agree upon with the Organizing Teacher and after you leave the group, and for any and all travel arrangements and costs incurred. You and your parents release VIE and the VIE Organizing Teacher from any and all responsibility and liability for you for the duration of time that you are away from the group.

We recommend Own Air only for participants who are able to make their flight arrangements on the same airline and outbound flight that the group will use. In this way, the Own Air participant will arrive with the group in Paris. These travelers will not need to make any special arrangements to catch up with the group once in France.

In special cases, participants may use an airline other than the one used by the group, but these participants must be mature and well-traveled enough to arrive in France on their own and to catch up with the group, whether at the airport or at a hotel in Paris. These arrangements are very difficult for the average teenager and could cause undue stress on the participant, and on the Organizing Teacher.

## **What price reduction will I receive if I make my Own Air arrangements?**

Participants whose Own Air Release Forms are postmarked by the deadlines will receive a price reduction of \$600 for spring (Feb.-May) programs or \$900 for summer (June) programs. After these deadlines, these discounts may be substantially reduced or may no longer be available. This price reduction will be deducted from the amount of the final payment.

**What is the deadline for submitting my completed Own Air Release Form?**

All Own Air Release Forms must be postmarked by DECEMBER 1 for spring (Feb.-May) programs or by JANUARY 15 for summer (June) programs. Your arrangements must already be made and detailed on the form before sending it in. Forms with incomplete information will be returned to participants and considered null until returned with complete information.

**What if I change my mind after I have submitted my Own Air arrangements?**

You must notify VIE that you have changed your plans. Once VIE has received your Own Air form it may no longer be possible to reinstate your place on the flights with the group. If it is possible to reinstate your place on the flights with the group, you may be subject to additional fees.

**What is my next step if I would like to make my Own Air arrangements?**

If you have not already discussed this with your teacher, please do so immediately. If your teacher agrees, you should complete the Own Air Release Form. Complete the form and have your Organizing Teacher and your parent/guardian sign in the appropriate space, then send it to VIE. Make sure your Organizing Teacher has a copy of this form for their file as well.

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# OWN AIR RELEASE FORM

To: All VIE program participants who wish to arrange their own air transportation instead of using the flights that have been arranged for their group as a whole by Vistas In Education.

**Please complete and return this letter to Vistas In Education no later than December 1 for spring groups and January 15 for summer groups.** Participants whose Own Air Release Form is postmarked by these dates will receive a price reduction of \$600 for spring programs (Feb. – May) or \$900 for summer programs (June). The price reduction will be reflected on the final balance due.

Dear VIE:

\_\_\_\_\_

(Participant's name)

\_\_\_\_\_

(Organizing Teacher's signature / school name)

The above-named participant has my permission to depart and return separately from his/her VIE program group as scheduled. I assume complete responsibility for the above-named participant until the time that he/she joins the group at the appointed place and time and after he/she leaves the group, including any and all travel arrangements and costs incurred. I release VIE and the VIE group leader from any and all responsibility and liability for the above-named participant for the duration of the time that the participant is away from the group.

\_\_\_\_\_

(Signature of Parent or Guardian)

\_\_\_\_\_

(Date)

My son/daughter's exact travel arrangements are as follows  
(flight dates/times/airline & flight numbers):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Best way to contact you with questions and information:**

Name \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_