**Travel Planner**

# Contact Information

Name: School Name:

Position: Destination:

Email: Depart Australia:

Phone: Return landing date in Australia:

# General Information

1. Are you planning to replicate an existing itinerary:  Y  N If yes, please provide a sample itinerary when returning this Group Travel Planner
2. Has the school given approval for the for the creation of a tour/program proposal?  Y  N

If not, what is the timeframe for this approval?

1. Is this program/tour part of an:

 Education Department tender process

 Internal school board/council tender process  Neither

1. Has the school suggested a budget for the program per student:  Y  N  Under $4000  $4000 - $5000  $5000 - $6000  $6000 - $7000  $7000 - $8000  $8000 +

# Tour Information

Nacel Australasia tours and program proposals are created on a minimum 10 students and based on the initial estimated numbers the school provide. The costs associated with teacher flights, transfers and teacher homestay accommodation are included in the tour/program(s) fee per student. Teachers are able to have alternative accommodation options that can be arranged by Nacel Australasia at an additional cost.

Estimated number of students: Estimated number of teachers

# Tour Type

Nacel Australasia arrange a variety of tours/programs for Australian school students, including yet not limited to:

Language & Cultural Immersion (Homestay and high school)

All meals with host family and high school attendance

Language School

With homestay, hostel or hotel accommodation

Art Tours

E.g. Museum tours throughout France & Italy to follow the Masters

Sport Camps

E.g. Tennis in France, basketball in USA, soccer in Spain, equestrian in Germany

Cuisine Tours

E.g. Italian cuisine from North to South

History Tours

E.g. Battlefields in Normandy, French Revolution study

Please list the outcomes/specific places of interest/geography the school would like to achieve/visit with this tour/program: i.e. language acceleration, cultural awareness, to visualize current curriculum topics like historical sites, museums, battlefields

# Region Information for Language & Cultural Immersion Programs

Nacel Australasia can discuss any requests from a school for a geographical region for this program. If the school does not request a geographical region, Nacel Australasia and our international partners will place students according to the host families and school availability.

Region request(s):  Y  N

Region(s):

# Sightseeing Options

Nacel Australasia is able to arrange sightseeing options of any duration that can be incorporated at the begin- Ning or end of a language and cultural immersion program.

Sightseeing Schedule:  At the beginning of program  At the end of program Duration: (no. of days/nights)

# Airline

Does the school have a preferred airline(s):  Y  N

Please state:

# Accommodation

Homestay accommodation will be provided for all language and cultural immersion high school programs

For sightseeing and tours, please choose from the options below:

 Hostel - multi-share rooms of 2 – 8 students per room  Hotel – twin room, generally 3 stars

 Homestay – host family with a child of a similar age

Or for any accommodation not listed that is requested, please state:

# Sister School

A sister school is an agreement between your school and another to host students on a reciprocal basis

|  |  |  |
| --- | --- | --- |
| Do you have a sister school relationship?  Does the school wish Nacel Australasia to facilitate the setup of a sister school? Are you looking to include a visit to your sister school?  If yes, at what stage during the program? | Y Y Y | N N N |
| Will the sister school arrange accommodation during the program? Please provide address and contact details for the sister school: | Y | N |
| **Meal Options for Sightseeing & Tours** |  |  |

 Half Board

Breakfast and dinner at accommodation Lunch at student’s own expense

 Half board

Breakfast at accommodation and packed lunch Dinner at own expense

 Full board

Breakfast and dinner at accommodation, packed lunch

Other: (please state)

|  |  |  |
| --- | --- | --- |
| **Insurance Information for all Programs, Tours & Sightseeing Options** |  | |
| Please confirm if the students and teachers will be travelling on a  comprehensive travel insurance policy provided by the school | Y | N |
| Nacel Australasia is able to provide a comprehensive travel insurance policy through DUAL Australia Pty Ltd to be included in the student’s program fee |  |  |
| Refer to the website for a copy of the Product Disclosure Statement (PDS) |  |  |
| Please confirm if you would like this policy included in the student’s program fee | Y | N |

# Any Additional Information:

**Timeline**

* A group travel proposal will be forwarded detailing the above information for school approval
* Once the group travel proposal is agreed to, a Memorandum of Understanding signed by an authorized school representative will be required
* Expressions of interest (EOI) for students distributed
* Upon registered interest of 10 or more students, Nacel Australasia will discuss a suitable time with the school for an information session for students and parents to be arranged