

EF guidelines and regulations

EF tour guidelines

Being part of a group

Successful group travel is dependent upon considerate, unselfish behavior by all members of the group.

Punctuality

Every day, your EF Tour Director will outline planned activities. All participants should take careful note of the schedule and always be on time. This is particularly important on the mornings of travel days—a late start may prevent you and your group from seeing and doing everything you'd hoped.

Neatness

All participants should keep themselves and their belongings clean and orderly. Be considerate—don't leave your hotel room or the sightseeing bus in disarray.

Meeting others

Depending on the size of your group, you may be traveling with students and group leaders from other schools and areas. Getting to know them will be an added bonus of your educational tour.

Listening

Listen carefully to all instructions you receive from your group leader, EF Tour Director, and other guides and teachers.

EF tour regulations

- All scheduled activities are obligatory. A participant unable to attend due to a physical ailment must inform his or her group leader, who should notify the EF Tour Director.
- If students wish to visit friends or relatives in a destination country, the group leader must be informed before the tour begins. Upon request, EF will provide a special form to be completed by parents, giving authorization for such visits. Give the form to the EF Tour Director upon arrival.

- Visitors or group members of the opposite sex are not permitted in students' rooms. The group leader and EF Tour Director should establish a curfew (usually 11:30pm). Students are expected to respect the nightly curfew for their own safety and security. Inform students that you will be conducting room checks each night.
- Smoking is not allowed on buses, during meals, in hotel rooms or in any other enclosed space.
- Hitchhiking and the driving or renting of any motor vehicle are strictly forbidden for all students.
- The consumption of hard liquor is strictly forbidden. Parents may sign a consent form giving their permission for students under the age of 21 to consume wine or beer, on occasion and under supervision, in countries where the participant is of legal drinking age. Excessive drinking of wine or beer by any participant, of any age, will result in disciplinary action, including dismissal from the tour at the participant's expense.
- Shoplifting and the possession of illegal drugs will not be tolerated and are punishable by immediate dismissal from the tour. All costs to return home are at the participant's expense. Should the authorities be involved, participants will be subject to the laws of the country they are visiting.
- Participants 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.
- Compensation for damage done to hotel rooms or to buses is the responsibility of the participants.

Participants not conforming to any of these regulations risk disciplinary action and possible dismissal from the tour, returning home at their own expense. This decision is reached in consultation with group leaders, the EF Tour Director, the EF Director of Operations and the student's parents.

Checklist and parental approval

You must fill out, sign, and return this form, with attachments, to your group leader prior to departure.

Name _____

Home Address _____

Phone _____

Passport details

Number _____

Place of issue _____

Date of issue _____

Date of expiration _____

Travelers' checks

Serial numbers _____

Medical notes

Lens or drug prescriptions _____

Conditions _____

Allergies _____

- I have two passport-size photos and a copy of my birth certificate with me, in case I lose my passport and need to obtain a replacement.
- I have recorded my luggage contents in case of loss.
- I have labeled my suitcase, flight bag, and camera case.
- I have attached a prescription for any medication I may require.
- I agree to abide by the Educational Tour Guidelines and Regulations and to cooperate fully with my group leader, EF Tour Director and any other EF staff members.

Parental approval

The above-named student **may** **may not** have occasional wine or beer under the supervision of the group leader. I understand that if the student does not abide by the Educational Tour Regulations, the group leader will call me collect and the student may be sent home at my expense.

Parent or legal guardian signature

Date
