



Application Package for the Potsdam Teen Residence Program

Thank you for booking your language immersion program through The Learning Traveller!

Prior to completing the application package please be sure both teens and parents have read through the information found on the following sections of The Learning Traveller website:

1. For Teens: www.learningtraveller.com/teenprograms_forteens.asp
2. For Parents: www.learningtraveller.com/teenprograms_forparents.asp

Once both teens and parents have read the above pages, please:

- 1) complete each page of the attached application and fax the documents to +1 519 821 7490
- 2) mail the original application (please keep a copy for your records) to:
The Learning Traveller Inc
Suite 406, 147 Wyndham Street North
Guelph, Ontario N1H 4E9 Canada

Be sure to include your non-refundable deposit check for \$300 US/\$300 CDN as well as a photo copy of the main page of your passport

PLEASE NOTE: YOU WILL NEED A VALID PASSPORT TO ENTER GERMANY. IF YOU ARE AN AMERICAN OR CANADIAN CITIZEN YOU DO NOT NEED AN ENTRY VISA. IF YOU DO NOT HAVE A VALID PASSPORT PLEASE ENSURE YOU APPLY FOR A NEW ONE WELL IN ADVANCE OF YOUR PROGRAM START DATE. ALL TRAVEL DOCUMENT REQUIREMENTS ARE THE RESPONSIBILITY OF THE APPLICANT.

Booking Confirmation:

Once we receive your completed application package we will provide a booking confirmation (this can take up to 72 hours) as well as final payment instructions.

Travel Arrangements:

Upon receipt of your booking confirmation, you can make your travel arrangements. Please do not make any travel arrangements until you have received a booking confirmation from our office. Please arrange to arrive in Berlin on a Sunday between 8:00 and 20:00 and depart on a Saturday between 8:00 and 20:00 (arrival or departure outside of these hours/days will result in extra costs and must be pre-approved by our office). Once you have your travel arrangements confirmed please provide us with the details by e-mail to info@learningtraveller.com.

Pre-departure Information:

Approximately one month prior to your course start date you will receive a comprehensive pre-departure package with information to help you prepare for your language immersion program.

CALL US TOLL-FREE ON 1 888 386 1411 IF YOU HAVE ANY QUESTIONS ABOUT THE APPLICATION PACKAGE OR PROCESS



Application Form for the Potsdam Teen Residence Program

Personal Information of Participant			
Last name:		First name:	
Nationality:		Native language:	
Date of birth: (mm/dd/yyyy)	Gender: M <input type="checkbox"/> F <input type="checkbox"/>	Current School:	Grade:
Passport number:		Country of issue:	
Email of participant:			
Home phone:		Cell phone:	
Street address:			
City:		State/Province:	
Country:		Zip/Postal code:	

Communication with other participants
Can we share your first name, e-mail address and departure date with other program participants who might be interested in making contact before your program starts? Yes <input type="checkbox"/> No <input type="checkbox"/>

Parent/Guardian Contact Information	
Last name:	First name:
Relationship to participant:	Daytime phone:
Evening phone:	Cell:
Emergency number:	Email of parent/guardian:

Course Information	
Course name: Potsdam Teen Residence Program	German level:
Start date (Sunday):	Finish date (Saturday):

The Learning Traveller

YOUR LANGUAGE TRAVEL EXPERTS

www.learningtraveller.com



Accommodation and Meals

Accommodation is in double rooms with 3 meals per day. There are no accommodation or meal options for this program.

Medical Information and Dietary Requirements/Preferences

It is essential that you declare any/all medical conditions and issues (including medication) as well as any/all dietary issues on the attached Medical Information and Dietary Requirements/Preferences Form. Failure to do so may result in you not receiving proper medical attention if an illness or medical emergency should arise (please attach additional pages if required).

Travel Details

Please wait until your booking has been confirmed by us before you make travel arrangements. You will be asked to e-mail us your travel details approximately 4 weeks before the course start date.

Airport Pickup and Drop off

A return airport transfer for Berlin/Potsdam is included in the price of your program. Please indicate below only if you do not require this service.

I do not require a return airport transfer: I require only a one-way airport transfer:
Arrival transfer: Departure transfer:

How did you hear about The Learning Traveller?

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Terms and Conditions & Parental Authorization (required for all participants under 18)

By signing below, I acknowledge the following:

1. I have read and agree to The Learning Traveller Terms and Conditions found at www.learningtraveller.com/terms.asp
2. I authorize my child, named in this application, to participate in the selected program.

Name of parent or legal guardian:	Relationship to applicant:
Signature of parent or legal guardian:	Date:
Signature of student:	Date:

* In the event of a joint or shared custody arrangement, both parents must sign the application.

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Parental Permission - Potsdam Teen Residence Program

My child is allowed to take part in all activities offered at Potsdam Camp according to program description.

Yes

No

Yes but with the following exceptions (please list) _____

My child is allowed to separate from the group during excursions (e.g. shopping in pairs or small groups of 3 or 4 children).

Yes

No

My child is allowed to go to the teenager disco if accompanied by GLS staff or participants of the same program till 11:00 pm.

Yes

No

Date: _____ Signature of Parents: _____



Medical Information and Dietary Requirements/Preferences Form

NAME: _____ DATE OF ARRIVAL: __/__/____ AGE ON ARRIVAL: ____

EMERGENCY CONTACT TELEPHONE NUMBER DURING THE COURSE: _____

Do you suffer from any of the following?

▫Asthma: Yes/No

Details:

▫Allergies to food, animals or medicine: Yes/No

Details:

▫Anorexia or Bulimia: Yes/No

Details:

▫Epilepsy Yes/No

Details:

Do you need a special diet for religious or medical reasons?

Yes/No

Details:

Do you have a physical disability or condition that might affect your ability to fully participate in the program?

Yes/No

Details:

Are you vegetarian?

Yes/No

Are you on medication, and if so, must this be refrigerated?

Yes/No

Please give complete details (attach a separate sheet of paper if necessary).

I authorize school staff to administer first aid* where the care of a nurse or doctor is not considered necessary.

In the unlikely event that my child should require emergency treatment or surgery, I authorize school staff to sign the consent form on my behalf.

Signed:.....mother/father/guardian (please circle one)

Date:.....

*this includes only ordinary home remedies such as a band-aid for a cut finger or an aspirin for a headache. Depending on local laws, staff may be legally prevented from helping your child in this way without your written permission.