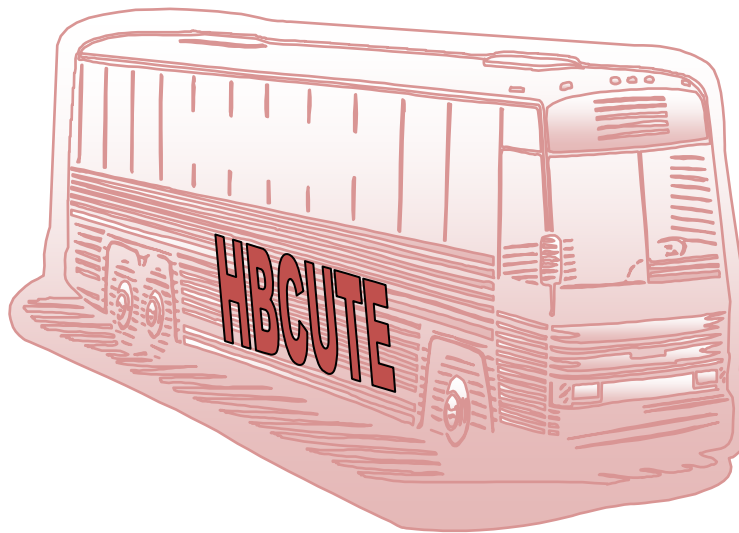


22nd Annual Historically Black Colleges and Universities Tour Experience 2011



Southern Tour **Florida, Georgia and the Bahamas** **APRIL 2 - 10, 2011**

COLLEGES and UNIVERSITIES

*Albany State University - Bethune-Cookman College - Clark Atlanta University
Edward-Waters College - Florida Agricultural & Mechanical University - Florida Memorial
University - Fort Valley State University - Interdenominational Theological Center - Morehouse
College - Morris Brown College - Spelman College*

EDUCATIONAL & CULTURAL TOUR EXPERIENCE

*Alonzo Herndon House - CNN Studios - Coca-Cola Headquarters
Dr. Martin Luther King Jr. National Historic Site - Georgia Aquarium
Gladys Knight and Ron Winan's Chicken & Waffle Restaurant
Kenny Leon's True Color Theatre Co. - Paschal's Restaurant -
Day Cruise: Freeport, Bahamas - The Varsity and more...*

HBCUTE, A Service Affiliation of Community Churches and Schools
P.O. BOX 7314; Grand Rapids, MI 49510 (501) c (3) Copyright 2010
www.hbcute.com

STUDENT CRITERIA

- ✓ 8TH – 12TH Grade
- ✓ GPA of 2.25 or higher
- ✓ Behavior recommendation from Principal or School Counselor
- ✓ No 4'S OR 5'S in social & work habits
- ✓ 1-2 Paragraph essay indicating tour expectations
- ✓ Submit copies of Passport information or Enhanced Driver's License

This contract must be accompanied with a minimum payment of **\$125** dollars. All complete contracts with payment are due by 12/15/10. Full payment is due by 1/30/11. Payment plans are available. (Example payment schedule: \$150 by 8/30/10, \$150 by 10/30/10, \$150 by 12/30/10, \$100 by 1/30/11. Please have discussion with respective parties **AS SOON AS POSSIBLE**. All contracts are on a first come first serve basis. For more information concerning payments and due dates call 616-551-1798.

HBCUTE Committee reserves the right to accept/reject contracts.

Make checks or money orders payable to:

HBCUTE

(students name must be legible on checks or money orders in the memo space)

Due to the NO REFUND policy, please make certain, before entering into this legal contract that you and your child/children wishes to be included in this tour experience.

PARENTS HBCUTE CONDITIONS

There will be two MANDATORY parents/students meeting:

1st Meeting: Parents/Students meeting – Sunday, October 17, 2010

Location: Brown's Funeral Chapel, 627 Jefferson S.E.

3:00 pm check-in, meeting will begin promptly at 4:00 pm

2ND Meeting: Parents/Students meeting– Sunday, March 27, 2011

Location: Brown's Funeral Chapel, 627 Jefferson S.E.

3:00 pm check-in, meeting will begin promptly at 4:00 pm

Be advised that by signing this contract, you agree to abide by the following conditions and you thoroughly understand.

1. I have read and understand all HBCUTE policies, rules, and regulations.
2. In the event that the chaperone(s) find it necessary to return your son/daughter to Grand Rapids or their home city, during the tour experience for flagrant violations of policies, rules and regulations, you will assume all financial liabilities.
3. I will pay all expenses incurred: (i.e., transportation to airport, airfare, etc).

Parent Signature _____

Student Signature _____

Date _____

STUDENT CRITERIA con't

- ✓ The basic cost of this tour is \$525.00 per student.
- ✓ Each student 16 years old or older is required to obtain a passport, an enhanced State ID or Driver's License or a notarized letter from parents when traveling by land or by sea only. **The cost will be an additional \$30.00 for State ID or \$45.00 for Driver's License. It takes approximately 2-3 weeks to obtain the license. You must apply in person at any Secretary Of State Branch Office.**
- ✓ If you are under the age of 16 years old, you must have a:
NOTARIZED LETTER signed by parent(s)/guardian(s) stating that you have agreed "to allow your child to travel to the Bahamas with the Historically Black Colleges and Universities Tour Experience".
- ✓ Please carefully read the following information regarding the enhanced State ID or Driver's License.

Applying for an ENHANCED license or ID?

- **To ensure your application process is as smooth as possible, remember:**
- Double-check that you have all the correct documentation before visiting a Secretary of State office. If you have questions, call the Department of State Information Center at **(888) SOS-MICH (767-6424)** toll free for assistance or visit www.Michigan.gov/SOS.
- Documents must be originals or copies certified with a raised seal or stamp.
- Faxed or photocopied documents will **NOT** be accepted.
- Documents are subject to departmental review and approval. Additional information may be required. The department will retain images or copies of any document presented.
- In some cases, document approval may not occur in the same day and may require an additional visit.

If you already have a Driver's License, you need the following....

- Proof of a valid Social Security number (see #1 on list below for acceptable documentation).
- Proof of U.S. Citizenship (see #2 on list below). *Note: If your current legal name is different from your citizenship document, please refer to #2 below.*
- Proof of Identity. **Your Michigan license or ID fulfills this requirement.** (Note: Documents expired for less than one year will be accepted.)
- Proof of Michigan Residency. **Your Michigan license or ID fulfills this requirement.**

If you DO NOT already have a Driver's License, you need the following....

- Proof of a valid Social Security number (see #1 below for options).
- Proof of U.S. Citizenship (see #2 below for options).
- Proof of Identity (see #3 below for options).
- Proof of Michigan residency (at least two documents are required, see #4 for options)

STUDENT CRITERIA con't

Present ONE of the following to demonstrate a valid Social Security number. Present original photo document to establish identity.

- Social Security card.
- W2 or 1099 form.
- Pay stub containing your name and Social Security number.
- Valid U.S. military ID card with photo (DD2, DD1173 or CAC card). (Documents expired less than one year will also be accepted.) **Note:** *All Social Security information will be verified.*
- Out-of-state driver's license or ID card. (Licenses or cards expired for less than one year will be accepted.)
- Valid, unexpired U.S. passport or passport card.
- Government-issued employee photo ID card (Federal, State, municipal).
- Valid U.S. military ID card with photo (DD2, DD-1173 or CAC card). (Documents expired less than one year will also be accepted).
- Tribal photo ID card from a federally recognized Native American tribe.
- If the applicant is below the age of 18 and does not have one of the above, a parent or guardian must present their driver's license or ID and sign for the applicant.

At least ONE of the following must be presented. Bring at least TWO documents with your name and Michigan residential address.

- **Original certified birth certificate** issued by a government unit in the U.S. or U.S. territory.
- Valid, unexpired U.S. passport or passport card.
- Certificate of Citizenship (N-560 or N-561).
- Certificate of Naturalization (N-550, N-570 or N-578).
- Consular Report of Birth Abroad issued by the U.S. Department of State (FS-240, DS-1350 or FS-545).
- **Note:** *Your first/last name and date of birth on your citizenship and identity documents should match. If your current legal name is different from the name on your citizenship document, you must show legal proof of the name change, such as an original marriage license, divorce decree or court order.*
- Utility bill or credit card bill issued within the last 90 days. (Electronic copies are acceptable.)
- Account statement from a bank or other financial institution issued within the last 90 days. (Electronic copies are acceptable.)
- Michigan high school, college or university report cards or transcripts.
- Mortgage, lease or rental agreement. (Lease and rental agreements must include the landlord's telephone number.)
- Pay stub or earnings statement issued with the name and address of the employer.
- Life, health, auto or home insurance policy.
- Federal, state or local government documents, such as receipts, licenses or assessments.
- Michigan title or registration.
- **Note:** *Residency documents in a family member's name may be used if the family relationship can be established by other forms of documented proof.*

HBCUTE Personal Information

Students Name _____

Address _____

City/State _____ Zip _____

Parent/Guardian:

Home # _____ Work # _____ Cell # _____ E-Mail _____

Student:

Home # _____ Work # _____ Cell # _____ E-Mail _____

Male _____ Female _____ Grade _____ Age _____ Date of Birth _____

Counselor _____

EMERGENCY CONTACTS: (must be available & reachable at all times during the tour)

Name _____ Phone _____

Relationship to student _____

Name _____ Phone _____

Relationship to student _____

Name _____ Phone _____

Relationship to student _____

STUDENT'S MEDICAL INFORMATION

Medical Insurance Company _____

Insurance Company Phone _____

Policy No. _____

DOES HBCUTE HAVE PERMISSION TO ADMINISTER OVER THE COUNTER MEDICATION TO YOUR CHILD? (Aspirin, Tylenol, Allergy medication, etc...)

Yes _____ No _____

MEDICATIONS THAT MAY BE TAKEN:

(Print medications as labeled on medicine bottle & when it should be administered)

1) _____ 2) _____ 3) _____

4) _____ 5) _____ 6) _____

7) _____ 8) _____ 9) _____

Signature of Parent/Guardian

Date

HBCUTE

AUTHORIZATION FOR RELEASE OF RECORDS AND INFORMATION

PARENTS and STUDENTS MUST SIGN BEFORE SENDING TO SCHOOL TO BE COMPLETED. The signatures acknowledge that you understand and agree to the HBCUTE obtaining any and all information provided by the school representatives.

Signature of Parent/Guardian

Date

Signature of Student

Date

SCHOOL _____

ADDRESS _____

PHONE _____

Ext. _____

ATTENTION _____

PRINCIPAL OR COUNSELOR'S NAME

REGARDING _____

STUDENT'S NAME

You, or a designated representative, may use your/their judgment when providing information to a Historically Black College and Universities Tour Experience (HBCUTE) representative. Any and all personal opinions, recommendations and information requested regarding the students behavior, social, disciplinary, and educational development will be used for the purpose of determining the students' qualifications for participation in the annual tour experience.

Signature of School Representative

Printed name of School Representative

Representatives Title

Date

Parental Travel Consent

(This document must to be notarized)

The signed parties have agreed to the following contract:

THE PARENT(s) / GUARDIAN(s) hereinafter referred to as "the Parent / Guardian":

Full Name(s) _____

Driver's License Number: _____

Full Name(s): _____

Driver's License Number: _____

Address _____

Phone Number: _____

THE CHILD hereinafter referred to as "the Child":

Full Name: _____

Birth Date: _____

THE TRAVELING GUARDIAN(S) hereinafter referred to as "the Traveling Guardian":

HBCUTE (Historically Black Colleges & Universities Tour Experience)Chaperones and Committee Members

1. I hereby authorize my Child to travel with the Traveling Guardian to the following destination(s): _____
2. The period of travel shall be from the ____ day of _____ 20__ until the ____ day of _____ 20__.
3. Should it prove to be impossible to notify the Parent / Guardian of any change in travel plans due to an emergency or unforeseen circumstances arising, I authorize the Traveling Guardian to authorize such change in travel plans.
4. Should the Traveling Guardian in his / her sole discretion (which discretion shall not be unreasonably exercised) deem it advisable to make special travel arrangements for the Child to be returned home due to any unforeseen circumstances arising, I accept full responsibility for the additional costs which shall be incurred thereby.
5. I relinquish the Traveling Guardian against any and all claims whatsoever and howsoever arising, save where such claims arise from negligence, gross negligence or willful intent during the specified period of this Travel Consent.
6. I declare that I am the parent/legal guardian of the Child and that I have legal authority to grant travel consent to the Traveling Guardian for the Child.
7. Unless inconsistent with the context, words signifying the singular shall include the plural and vice versa.

Signature _____ (Parent / Guardian)

Date _____

Signature _____ (Parent / Guardian)

Date _____

Witness 1: _____ Witness 2: _____

Date _____

Date _____