

“Our Dreams Take Flight”
5th Grade Cultural Exchange Trip to Japan 2020
Sponsored by Oya No Kai, Inc. (“ONK”)

Portland Public Schools does not fund, sponsor, or endorse this travel study program. The District is not responsible for conducting or supervising this trip. Portland Public School employees who participate in travel study programs are not acting in their capacity as District employees and do so at their own risk. Students participating in travel study programs do so at their own risk.

PACKAGE OF MATERIALS FOR STUDENT PARTICIPANTS

Included in this package are documents you will need to submit on behalf of your child traveling to Japan, the Student Participant. **Three of the forms must be notarized and one of them will need to be completed by third parties, such as your student’s physician and/or medical provider.** Please allow sufficient time to complete the forms. All forms must be completed and submitted to ONK by the deadlines stated for your child to be eligible for the trip program.

For each form requiring a parent(s) signature, all custodial guardians of the student must sign unless court documents proving sole custodianship are provided.

DUE NOVEMBER 15, 2019

Notarized Forms

- Behavioral Expectations and Discipline Code** – please carefully review this document with your child. This document must be signed by the student participant and all custodial parent/guardian(s) and **must be notarized.**
- Release of Liability (Release Agreement)** – this must be signed by the student participant and all custodial parent/guardian(s) and **must be notarized.**
- Power of Attorney Authorization** – this must be signed by the student participant and all custodial parent/guardian(s) and **must be notarized.**

Other Forms

- Participant Agreement** – this document must be signed by the student participant and all custodial parent/guardian(s).
- Student/Family Readiness** – this must be signed by the student participant and all custodial parent/guardian(s).
- Homestay Agreement** – this must be signed by the student participant and all custodial parent/guardian(s).
- Passport Copies** - two (2) color copies each of student and one custodial parent passports; **passports must be valid through December 2020.**

DUE DECEMBER 15, 2019

- Health Clearance Forms** (up to four parts) – these must be completed by the parent/guardian(s) and your child’s physician/medical provider.

DUE May 1, 2020

- Travel Insurance** - families will be provided additional information about purchasing travel insurance, including coverage requirements and recommended vendors, after plane tickets are purchased.

All forms must be mailed to: **Oya No Kai, Inc.**
Attn: 5th Grade Japan Cultural Exchange Coordinator
PO Box 13786
Portland, OR 97213

Please DO NOT leave any application materials at school or in school cubbies. Please keep a copy for your records - ONK will not return originals.