



Investigator College

## Philippines Mission Experience 2019

Update – November 2018



Dear Parents/Caregivers and students

Thank you for your interest in the Cebu Mission Experience for 2019. This letter outlines how you confirm your commitment to the experience along with a brief outline of the College expectations.

The following are some things you can start working on immediately:

### PASSPORTS

For departure from Australia and entry into the Philippines you will require a passport. If you do not have a current passport with at least six months to go before it expires, you will need to obtain a new one. You can get the ball rolling on this process by picking up a passport application form from any Australia Post shop. At the moment an adult passport costs \$277.00 and a child (under 18 years of age) passport costs \$139.00. Once all the correct documentation is provided, a passport will take around two weeks to be issued. **We will need your passport details to give to the airline very soon, so please get your passport organised as soon as possible.**

Children under 15 years of age at the time of travel, who are not accompanied by a parent or coming to meet a parent or parents in the Philippines, must present a Waiver of Exclusion Ground (WEG). If this applies to you, the College will help you with this process.

If this is the case, the following will need to be presented to Philippine Consulate prior to travel:

- Letter request addressed to the Commissioner from the parent or the legal guardian;
- Affidavit of Consent of either of the parents of the subject minor (below 15 years of age);
- Photocopy of subject minor's passport bio-page;
- Photocopy of the parent/s' or legal guardian's passport bio-page; and
- Photocopy of the official receipt of payment for the WEG fee.

### AIRFARE & COSTS

A significant portion of the trip's expense is the airfare. The exact amount of the trip is yet to be determined but will be not more than \$2700.00.

As such the College requires:

1. a **NON-REFUNDABLE** deposit of \$500.00 from each participant by **Friday 7 December 2018**.
2. the remaining balance due in two \$1100.00 payments on:
  - a. **Friday 8 February 2019** and
  - b. **Friday 22 March 2019** (unless paid beforehand).

Please refer to the payment plan attached to this letter for payment options.

### VACCINATIONS

As long as students are up to date with their current vaccinations, no further vaccinations should be necessary. If you have any concerns, please refer to the Smart Traveller website ([www.smarttraveller.gov.au](http://www.smarttraveller.gov.au)) or make an appointment with your doctor or travel clinic for a basic health check-up, and to discuss your travel plans and any implications for your health, particularly if you have an existing medical condition. This should be done at least eight weeks prior to departure.

### COMMITMENT

Preparation for the trip will be thorough and will require attendance at all six meetings during Term 1 (time to be decided). If you believe you may have difficulty meeting this expectation, please have a conversation with Phil Pynor,

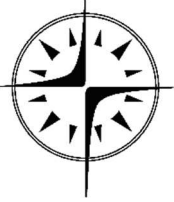
Philippines Mission Trip Coordinator (email: phil.pynor@gmail.com or phone: 0408 032 348). There is a Code of Conduct applicable for all participants of the trip and is attached.

Please complete and return the attached forms to the College by Friday 7 December.

We are looking forward to a wonderful, life-changing experience.

Yours sincerely

**Don Grimmett**  
Principal



Investigator College

# Philippines Mission Experience 2019

## CONSENT TO PARTICIPATE

**Student:** .....

**Home Group:** .....

- I give permission for my son/daughter to take part in the Investigator College Philippines Mission Experience in 2019 and understand the commitment that is required.
- My son/daughter will not be taking part in the Investigator College Philippines Mission Experience in 2019.

## PAYMENT ARRANGEMENTS

I understand that the total cost of the trip is still to be determined, but is not expected to exceed \$2700.00.

I will follow the attached payment plan and understand the deposit of \$500.00 is due by Friday 7 December, and that the full balance is to be paid by Friday 22 March 2019.

## DIETARY CONCERNS

Please list any information regarding your son/daughter's food allergies/needs (not likes and dislikes):

- Dietary information:
- Lactose intolerant
  - Gluten intolerant
  - Nut allergy
  - Other (please provide details)

Details: .....  
.....  
.....

I have read and completed the 'Team Member Code of Conduct'.

I confirm that the College has current and correct medical information/contact details for my child.

Name: .....  
Parent/Caregiver

Signature: .....

*Please return to the College by **FRIDAY 7 DECEMBER***

## TEAM MEMBER CODE OF CONDUCT

In participating in the Philippines Mission Experience, each team member agrees to the following code of conduct:

- Honour and respect the leaders of the team, their decisions and instructions.
- Report for all team responsibilities, including daily team briefings and debriefings on time.
- Participate fully in all activities where possible.
- Encourage and support the other members of the team.
- Seek to be sensitive to the cultures of the communities visited, and the organisations partnered with.
- Exercise due personal responsibility for personal safety and possessions including, but not limited to, passports and travel documents.
- Observe designated safety protocols and behaviours for team member safety including:
  - All travel to be in groups of no less than three people, one of which must be a male.
  - No separation from the main group unless given permission by a team leader.
  - Check in ON TIME at designated group check-in times and locations.
- Dress appropriately and sensitively, understanding the ambassadorial nature of the mission trip.
- Respect the instructions and directives of the staff and leadership of the mission organisations with whom we will be partnering during the tour.
- Observe prudent behaviour with regard to the members of the team of opposite gender, e.g. no boys in girls' rooms and vice versa unless supervised by a team leader.
- Observe ALL school rules and expectations.

### Consequences for Breach of Code

In the instance of this code of conduct being wilfully broken by a team member, that person will be cautioned. If continued violations of the code of conduct occur, then the team member will be confined to the team accommodation under supervision and their parents contacted and informed. If breaches of conduct continue, the team member will be sent home from the mission trip at their own expense.

### Agreement

**Student:** I agree to adhere to normal College rules and these guidelines in particular whilst involved in the Investigator College Philippines Mission Experience 2019. I agree that, if the Tour Leader is satisfied that I have breached the agreement, s/he will take whatever course of action is deemed necessary for the safe and/or harmonious conduct of the trip.

**Parent/Caregiver:** In the case of emergency, when I am not able to be contacted, I agree to staff authorising medical treatment that they consider necessary. I note the Consequences for Breach of Code [above] and agree that, if the Tour Leader is satisfied that my son/daughter has breached this Agreement, s/he will take whatever course of action is deemed necessary for the safe and/or harmonious conduct of the trip.

Name: ..... Signature: .....  
*Student*

Name: ..... Signature: .....  
*Parent/Caregiver*

Please return to the College by **FRIDAY 8 DECEMBER**



# 2019 Philippines Mission Experience Payment Plan

## 2019 Philippines Trip

Please complete the slip below and return with payment by:

**FRIDAY 7 DECEMBER**

**Deposit  
\$500.00**

Student Name:

**Payment Method:**

*Office use only: POS 197002*

- Cash
- Cheque
- Credit Card
- EFTPOS  
*In person only*

Credit Card Details:

No. .... / .....  
..... / .....

Expiry ..... /.....

Name of Parent/Caregiver:

Signature:

## 2019 Philippines Trip

Please complete the slip below and return with payment by:

**FRIDAY 8 FEBRUARY**

**First Instalment  
\$1100.00**

Student Name:

**Payment Method:**

*Office use only: POS 197002*

- Cash
- Cheque
- Credit Card
- EFTPOS  
*In person only*

Credit Card Details:

No. .... / .....  
..... / .....

Expiry ..... /.....

Name of Parent/Caregiver:

Signature:

## 2019 Philippines Trip

Please complete the slip below and return with payment by:

**FRIDAY 22 MARCH**

**Second Instalment  
\$1100.00**

*(total cost not expected to exceed \$2700.00)*

Student Name:

**Payment Method:**

*Office use only: POS 197002*

- Cash
- Cheque
- Credit Card
- EFTPOS  
*In person only*

Credit Card Details:

No. .... / .....  
..... / .....

Expiry ..... /.....

Name of Parent/Caregiver:

Signature: