



1422 West Lake Street
 Minneapolis, MN 55408
 tel: 612.823.7217 - fax: 612.823.9064
 www.VistaInEducation.com

12, Rue Sainte-Anne
 75001 Paris, France
 tel: 01 40 20 40 08

Please distribute to all interested participants

SKYLINE HIGH SCHOOL

Summer 2018

15 Day Program to France

Destination West or Alpine Adventure

Early Registration Prices (in red) apply to registrations completed by June 15, 2017

Standard Registration Prices (in black) apply to participants joining an Early Registration group after June 15, 2017

1 chaperon		2 chaperons		3 chaperons	
Number of students	Price	Number of students	Price	Number of students	Price
10 or more	\$4,675	20 or more	\$4,675	30 or more	\$4,675
Early Registration	\$4,575	Early Registration	\$4,575	Early Registration	\$4,575
9 *	\$4,875	18-19	\$4,735	27-29	\$4,725
Early Registration	\$4,775	Early Registration	\$4,635	Early Registration	\$4,625
8 *	\$4,975	16-17	\$4,775	24-26	\$4,745
Early Registration	\$4,875	Early Registration	\$4,675	Early Registration	\$4,645
7 *	\$5,075	14-15	\$4,835	21-23	\$4,785
Early Registration	\$4,975	Early Registration	\$4,735	Early Registration	\$4,685
Please contact VIE for prices for fewer than 7 participants with 1 chaperon		Please contact VIE for prices for fewer than 14 participants with 2 chaperons		Please contact VIE for prices for fewer than 14 participants with 3 chaperons	

All prices are based on being matched in a group of 30 or more students.

Included in Program Price:

Round trip airfare from Seattle, WA (SEA), midweek [M-Th] departure after June 15, 2018. \$200 was included for peak season travel; weekend supplement is \$50. Direct flights NOT guaranteed; if available, may incur additional charges*.

All airline fuel surcharges, imposed by the airlines, as of 3/1/17

Airline taxes and fees

Pre-departure materials

All transfers in France

Family Stay arrangements

All meals during Family Stay

Land transportation by motorcoach or TGV, except in Paris

All accommodations in two-star or three-star hotels

All breakfasts

All dinners outside of Paris

Certified, bilingual French guide while touring provinces outside of Paris

All entrance fees while touring provinces outside of Paris

Boat ride on the Seine

Medical and trip insurance

FREE - Dinner on the first level of the Eiffel Tower for Early Registrants

(In a group with Early Registrants, there is a \$100 fee for Standard Registrants to participate in this dinner. This fee is automatically added to final balances when applicable). This dinner is not available to groups with no Early Registrants.

Not included in Program Price:

Passport fees

Lunches

Dinners in Paris

Beverages

Local transportation in Paris

Entrance fees in Paris

Optional activities

Tips for guide and driver

Baggage fees imposed by airline

Informational Meeting Tues April 4th 6pm
 in Portable 10

Destination West

Program requires a matched group of 30 or more students

Day 1	Departure from USA	
Day 2	Paris	Arrival & welcome in Paris. Begin your Family Stay in the late afternoon in the Parisian area.
Days 3-7	Family Stay	<i>"I loved my family and learned so much from them. It was a great experience and I would do it all over again in a heartbeat!" – Lauren, Michigan</i>
Day 8	Tours	Family Stay ends in the morning. Departure by motorcoach for the Vallée de la Loire. Stop at the cathedral in Chartres, famous for its stained-glass windows. Continue toward Tours, visiting François Premier's château, Chambord. Dine in <i>le Vieux Tours</i> . Hotel in Tours.
Day 9	Loire Valley	Day to visit France's most renowned châteaux & a wine cellar of the Loire. Dinner & hotel in Tours.
Day 10	St Malo	Drive to Bretagne, passing through La Flèche & Laval en route. Stop to climb to the top of the château overlooking the well-preserved medieval town of Dinan. Dinner & hotel in St Malo.
Day 11	Brittany	Morning visit of the abbey and village of Mont St Michel. Afternoon free to wander the seaside city of St Malo, famous for its pirate history and ramparts. Dinner & hotel in St Malo.
Day 12	Honfleur	Learn about D-Day history with your guide in Normandie while visiting the D-Day Landing beaches, the American Cemetery & the Musée du débarquement in Arromanches. Enjoy a walking tour of the picturesque port town of Honfleur. Dinner & hotel in Honfleur.
Day 13	Paris	Late morning arrival in Paris. Take time to explore its many sites with your teacher. Evening boat ride on the Seine. Hotel in Paris.
Day 14	Paris	Day at leisure for last minute sightseeing and shopping in the "City of Light." Enjoy a special dinner on the first level of the Eiffel Tower for Early Sign-up students. Hotel in Paris.
Day 15	Paris - USA	Transfer to airport for return flight to the USA.



MINNEAPOLIS OFFICE
1422 West Lake Street
Minneapolis, MN 55408

PARIS OFFICE
12, rue Ste Anne
75001 PARIS

France isn't just our specialty—it's our PASSION!

"I felt this trip was truly a once in a once in a lifetime experience. I learned so much about French culture and language. J'ADORE LA FRANCE!!"
Kristen N. Traveling Student

When you travel with VIE, you have a unique chance to go way beyond tourism. Living with your own French family will immerse you in the international language of cuisine, fashion, theater, dance and architecture.

Seeing France through the eyes of your French family gives you the opportunity to expand your world view and establish a real and lasting friendship.

As you travel in France, you will find a country rich in history, art, and culture—discovering why France is the most visited country in the world.

Register before June 15 to save \$100 off the program price and enjoy a free dinner on the Eiffel Tower!

VISTASINEDUCATION.COM



To register for this once in a lifetime experience, follow this link:

<https://vistasreg.sportngin.com/register/form/020723793>

Code: RIGELMAN2018



REGISTRATION & POLICY INFORMATION 2018

VIE has made **SEVERAL** changes to our registration, payment and cancellation policy this year.
Please be sure to read **EVERYTHING** included here very carefully.
Feel free to contact us with any questions.

GROUP REGISTRATION

Registration for Vistas In Education traveling groups is now all coordinated online through SportNgin.

Once you have received your unique group code from VIE:

1. Follow the link to your group page. You will need to login to SportNgin (or register if you haven't already). You will need this login to be able to access your group information throughout the year.
2. Complete the Registration Form yourself as the Organizing Teacher (please note: there is only one Organizing Teacher per group. This person will be the main contact for VIE). If you do not complete the Registration Form, your group numbers will be off.
3. Pass out the code to any interested participants to register themselves online as traveling Students or Adults. They will also need to create a login in SportNgin.

PROGRAM DEVIATIONS

We cannot honor requests for deviations from the group. All participants must take part in the entire program.

PASSPORTS

All participants (including Organizing Teachers, Chaperons and Adult participants) are required to supply VIE with a legible copy of their passport by these deadlines.

PASSPORT COPY DUE TO VIE by the following deadlines:

SPRING groups: November 15 SUMMER groups: January 15

⇒ According to the U.S. Department of State, Bureau of Consular Affairs; to travel to France a passport "*must be valid for a minimum of six months at entry, and valid for an additional six months beyond your planned date of departure from the Schengen Area (France, for example).*" PLEASE BE SURE YOUR PASSPORT FITS WITHIN THESE GUIDELINES! If your passport does not fit within these guidelines, the air agents at the airport will refuse boarding to the traveler. It is the participant's responsibility to be sure all their own traveling documents are in order.

For more information on passport requirements:

www.travel.state.gov/content/passports/english/country/france.html

ADULT PARTICIPANTS

Adults may join the program at the discretion of the Organizing Teacher, as long as they keep in mind that the program is designed for students. **There will be an adult surcharge to cover additional hotel expenses during the tour and the Family Stay.** These charges will be added to the Final Balance.

2018 Adult Surcharges		10 Day Program	15 Day Program	15 Day Intensive Family Stay Program
	Single Occupancy		\$500	\$750
Double Occupancy		\$300	\$400	\$500

Adults must follow the same registration and payment deadlines as students.

EARLY REGISTRATION

Registration Forms must be completed online by June 15, 2017 to be considered Early Registration.

Early Registrants receive a \$100 discount. We are able to offer Early Registration participants our best possible program prices because registering early permits us to make reservations further in advance.

Early Registrants will also be treated to dinner on the first level of the Eiffel Tower.

For Early Registration groups: students who register after the Early Registration deadline may still join the group for the special dinner at the Eiffel Tower for an additional cost of \$100. This dinner is not available for groups who did not have any participants register by the Early Registration deadline of June 15, 2017.

PAYMENT DEADLINES

VIE's payment and cancellation policy has changed significantly. **PLEASE READ CAREFULLY!**

The total cost of each specific program is calculated depending on the number of travelers in a program. For details on your specific pricing, please see your price quotation. For spring groups, the total cost will be calculated in December. For summer groups, it will be calculated in February. Once the total cost of the program has been determined, each traveler will be notified of their specific balance due. For spring groups, the Final Balance payment will be due January 1st, 2018. For summer groups, this balance will be due March 1, 2018.

If you are choosing to pay by credit card or debit card, please note there is a fee of 2.69% + \$0.50 per transaction. These processing fees will be calculated for you when you are submitting payment online. You will also be notified approximately 5 days before any recurring charges to let you know when your card will be charged again for the next agreed-upon payment amount.

If you are choosing to pay by check or money order, the deadlines listed are postmark deadlines. Please note our policy of \$50 fee for any late payments and returned checks. If you are charged any of these fees, they will be added to your Final Balance. When you complete your registration online and choose pay offline (i.e. agree to mail a payment to Vistas in Education), your registration will not be considered complete until the payment is received in our office.

PLEASE NOTE: New participants will only be accepted on a space-available basis after October 15, and are subject to additional fees. VIE cannot guarantee any participants can be added after the deadlines. If you have participants wishing to add after the deadline, contact VIE immediately.

CANCELLATION POLICY

All requests for cancellation must be sent in writing (by letter, e-mail or fax) by the individuals directly to Vistas in Education. **No cancellations made by phone or requested by the Organizing Teacher will be accepted. All payments are non-transferable from one participant's account to another.** Cancellation fees apply to individuals, even if more participants are added to the group after the cancellation.

Please note that these fees apply REGARDLESS of the reason for the cancellation including but not limited to changes in personal, school, or family plans; conflicts or threats of conflict, war, or other political unrest. This policy is necessitated by significant financial commitments that we are making on the participant's behalf.

No refunds will be made to credit cards, no exceptions. All applicable refunds will be processed within 60 days of cancellation notice and will be paid via check.

Cancellation Fee Schedule

Spring Groups

Cancellation postmarked between Jun 15 - Jul 15	\$300
Cancellation postmarked between Jul 16 - Aug 15	\$400
Cancellation postmarked between Aug 16 - Sep 15	\$500
Cancellation postmarked between Sep 16 - Oct 15	\$600
Cancellation postmarked between Oct 16 - Nov 15	\$700
Cancellation postmarked between Nov 16 - Dec 15	No refunds after Nov 15
Cancellation postmarked between Dec 16 - Jan 15	

**All processing fees are non-refundable and not included in the cancellation fee.*

Cancellation Fee Schedule

Summer Groups

Cancellation postmarked between Jun 15 - Jul 15	\$300
Cancellation postmarked between Jul 16 - Aug 15	\$400
Cancellation postmarked between Aug 16 - Sep 15	\$500
Cancellation postmarked between Sep 16 - Oct 15	\$600
Cancellation postmarked between Oct 16 - Nov 15	\$700
Cancellation postmarked between Nov 16 - Dec 15	\$800
Cancellation postmarked between Dec 16 - Jan 15	\$900
	No refunds after Jan 15

**All processing fees are non-refundable and not included in the cancellation fee.*

HOW TO COMPLETE THE ONLINE REGISTRATION

1 – Unique URL

Your Organizing Teacher will give you a unique URL for your specific group. Follow this link to the group page.

2 – Profile/Log In

Create a profile. You will need to be able to log in to see your personal details and update payment information as needed. **Important:** the email address(es) used for your SportNgin account will receive ALL important communications. You will be able to log in to your SportNgin profile throughout the year and update your email contact information.

3 – Registration Code

Enter the registration code given to you by your Organizing Teacher to register with your group.

4 – Registration Information

Complete the Registration Information for yourself or your student.

5 – Release Form

Read the Release Form very closely and include your electronic signature and add today's date. If you are a student, you will need a parent/guardian to include their electronic signature as well. The release form will be included in your receipt and available to print once your registration is completed.

6 – Payment Options

Read over the Payment Options for your program. Choose the Option which will work best for you. Please note, these are PRELIMINARY Payment Installments. There will be Final Balance payment which will be determined later in the year. **To calculate the complete cost of your program, please refer to the price quotation for your specific group which you received from your Organizing Teacher.**

Due to variables such as changes in group composition, changes in itinerary, changes in travel dates, etc. – final balances are not calculated until December for Spring groups or February for summer groups. You will be notified as soon as your final balance is calculated. You will be able to make the last payment at that time.

Credit Cards: If you chose a Payment Option with an Online payment method, there is a fee of 2.69% + \$0.50 per transaction. These amounts will be calculated for you in your Shopping Cart. Credit card processing fees are non-refundable.

Checks/Money orders: If you choose to make your preliminary payments by check or money order, you will need to make ALL preliminary installment payments by check or money order.

PLEASE NOTE: The system automatically calculates ONLY the preliminary installment payments. It does not calculate the Total cost for your individual trip at this time. As stated above, there is a Final Balance payment in January for Spring groups and in March for Summer groups. This Final Balance will also include any fees (e.g. adult surcharges, late fees, returned check fees, etc.) and any fundraising credits. Once the Final Balance is calculated, you will be notified by email and instructed on how to pay your Final Balance. This is NOT included in the preliminary installments. The Final Balance is a separate payment item.

7 - Cancellation Policy

Read over the cancellation policy carefully. Click to confirm that you have read and understood the Payment and Cancellation Policies.

8 - Review

Review all the information for your registration entry for accuracy.

9 - Shopping Cart

Shopping Cart: This is where you will see your charges according to the Payment Option you have chosen. If you wish to change your payment option before finalizing your transaction, you can go back to the Payment and Cancellation Page.

For those choosing to pay by check/money order:

- If you click PAY OFFLINE. The system will automatically calculate the total of the preliminary installments, which vary depending on your program (\$2400-\$3200 for Spring programs; \$3000-\$4000 for Summer programs). You are responsible for sending a check/money order only for the first installment amount listed at this time.
 - You will send a check/money order for the first half of the preliminary installments immediately upon registering. (Example: For a \$2400 Spring preliminary installments item, you will send \$1200 upon completing registration.)
 - Another check/money order for the second half of the preliminary installments will be sent on or before the next installment deadline.
- You will be notified of the Final Balance payment as noted above.
- Please note, the deadlines listed are POSTMARK deadlines for checks/money orders. Registration is not considered complete until payment is received and processed at VIE. Please note a \$50 charge for any late payments (mailed after the postmark deadline) or any checks returned for non-sufficient funds.
- Mail to:
 - Vistas In Education
C/O Payment Department
1422 West Lake Street
Minneapolis, Minnesota 55408
 - Please indicate your name and Organizing Teacher on the memo portion of the check/money order.

10 - Print Receipt

Important: Your registration receipt will provide a copy of the Release Form, your Payment Schedule and the Cancellation Policy. To print or save a PDF copy, scroll down to the bottom of the page to find the Print Order Receipt link:

 [Print Order Receipt](#)



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INSURANCE INFORMATION

Secondary medical insurance through Travel Guard ® Insurance is included for all participants in Vistas in Education Travel and Family Stay programs.

Participants who incur out of pocket expenses for medical treatment or travel interruption should pay costs up front and keep all receipts for reimbursement. Upon return to the United States, participants should file a claim with Travel Guard at www.travelguard.com or call 1-800-826-1300 to request a claim form.

There is a \$500 trip fare indemnity for any participant who must cancel due to sickness, injury or death. After you have cancelled your program with VIE, please contact Travel Guard to request a claim form.

Benefits included:

Emergency Evacuation	= \$250,000
Medical Expense	= \$25,000
Trip Cancellation	= \$500
Trip Interruption	= \$750
Trip Delay	= \$750
Missed Connection	= \$250
Lost or Stolen Luggage	= \$1500
Baggage Delay	= \$250
Dental Expense	= \$500
Accidental Death/Dismemberment	= \$25,000

Please note that Vistas in Education does not handle your insurance claims. We have contracted for group coverage with Travel Guard ® Insurance to ensure coverage for participants and we are in no way responsible for any claims.



2018 PAYMENT PLANS

Early Registration is for all registrations completed on or before June 15, 2017.

Standard Registration is for all registrations completed between June 16, 2017 and October 15, 2017.

To calculate the complete cost of your program, please refer to the price quotation for your specific group that you received from the Organizing Teacher. Listed here are preliminary installments which does not include your final balance payment.

Due to variables such as changes in group composition, changes in itinerary, changes in travel dates, etc – Final Balances are not finalized until December for Spring groups and February for Summer groups. You will be notified soon as your Final Balance is calculated. Then you will be able to make the final payment at that time.

Please note, if you choose to pay the preliminary installments by credit card, you must make ALL preliminary installments by credit card. If you choose to pay by check/money order, you must make ALL payments by check/money order.

Spring Groups

Track B

Payment Option 1 Early Registration

Credit Card* only
Not available after June 15

Payment Option 2 Early Registration

Credit Card*, Check, Money Order
Not available after June 15

Payment Option 3 Standard Registration

Credit Card*, Check, Money Order
Not available after October 15

	Payment Option 1 Early Registration	Payment Option 2 Early Registration	Payment Option 3 Standard Registration
April	\$600 deducted upon registration	\$1600 deducted upon registration	
May			
June 15 Early Reg deadline			
June 16			\$1600 deducted upon registration
July 15	\$500 deducted		
August 15	\$500 deducted		
September 15	\$500 deducted		
October 15 Reg deadline	\$500 deducted	\$1600 deducted	
November 15	\$500 deducted		\$1600 deducted
December	Final Balance Calculated	Final Balance Calculated	Final Balance Calculated
January 1	Final Balance Due	Final Balance Due	Final Balance Due

*Processing fee applies 2.69% + \$0.50/transaction (processing fees are non-refundable)

Summer Groups

Payment Option 1 Early Reg

Credit Card* only
Not available after June 15

Payment Option 2 Early Reg

Credit Card*, Check, Money Order
Not available after June 15

Payment Option 3 Standard Reg

Credit Card* only
Not available after October 15

Payment Option 4 Standard Reg

Credit Card*, Check, Money Order
Not available after October 15

	Payment Option 1 Early Reg	Payment Option 2 Early Reg	Payment Option 3 Standard Reg	Payment Option 4 Standard Reg
April	\$500 deducted upon registration	\$1000 due upon registration		
May				
June 15 Early Reg deadline				
June 16			\$1000 due upon registration	\$2000 due upon registration
July 15	\$500 deducted			
August 15	\$500 deducted	\$1000 due		
September 15	\$500 deducted			
October 15 Reg deadline	\$500 deducted	\$1000 due		
November 15	\$500 deducted		\$1000 due	\$2000 due
December 15	\$500 deducted	\$1000 due	\$1000 due	
January 15	\$500 deducted		\$1000 due	
February 15	Final Balance Calculated	Final Balance Calculated	Final Balance Calculated	Final Balance Calculated
March 1	Final Balance Due	Final Balance Due	Final Balance Due	Final Balance Due

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All applicable refunds will be processed within 60 days of cancellation notice.

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Cancellation postmarked between Nov 16 - Dec 15	\$800
Cancellation postmarked between Dec 16 - Jan 15	\$900
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