



CASTrips

CAS TRIPS' NEW YORK AUTUMN GLOBAL STUDENT EXCHANGE PROGRAM TERMS & CONDITIONS

These Booking Conditions are valid for all CAS Trips' New York Autumn Global Student Exchange 2019 bookings. All tours are operated by CAS TRIPS S.R.O, Czech Republic. And will herein be referred to as 'CAS Trips'.

WHO MAY APPLY?

Programs are open to students age 13+ and over at program start date.

HOW TO ENROLL?

CAS Trips' NYC Autumn 2019 Global Exchange Program is open for individual travelers and school groups alike. To secure places on the program, a non-refundable enrollment fee of \$399USD per person must be paid to CAS Trips no later than May 30th 2019.

The Customer is be responsible for paying all bank charges, transfer fees and exchange fees in order for the payment received by the CAS Trips to fully match the amount stated in the payment schedule.

For schools travelling in a group, enrolment fees should be gathered by the school's assigned adult group leader and paid by the school to CAS Trips in one sum via IBAN international bank transfer.

If students are traveling on their own or in small groups independently of the school, the booking should be made by the student's parents/guardian via email to info@castrips.org

WHAT DOES THE ENROLLMENT FEE COVER?

All travelers, except teachers/chaperones granted free places, must pay the non-refundable, non-transferable \$399USD deposit upon enrollment in order for their enrollment to be complete. Only when the \$399USD fee has been received in full by CAS Trips, is a student and/or teachers' place on the program secured. The enrollment fee covers:

- Processing services by CAS Trips
- Access to in-school marketing materials
- 24/7 email support from CAS Trips
- The fee will be deducted from the final price

WHAT IS INCLUDED IN THE TOTAL CAS TRIPS FEE OF \$1649USD?



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- Shared same-sex dorm rooms at HI NYC hostel, with half board
- All meals during the trip
- Airport transfers to/from JFK/LGA/EWR international airports
- 7-day NYC Metro pass
- 24/7 CAS Trips Staff team
- All planned activities during the trip

WHAT IS NOT INCLUDED IN THE FINAL PRICE?

- International airfare
- Health and travel insurance
- Health and medical expenses
- Beverages, snacks and souvenirs
- Passport, visa and reciprocity fees
- Credit card fees

AIRFARES & STA TRAVEL FOR GROUPS OF 10+ PARTICIPANTS

Airfares vary greatly depending on the departure point, dates, times, route and group size. When a group is ready to confirm their booking, CAS Trips will relay the preferred travel dates, group size and departure point to our travel partners at STA Travel, UK. STA Travel will then find the best value flight for the group.

The flights process is entirely independent of CAS Trips. When STA Travel have found an adequate flight, CAS Trips will then pass the information on to the group leader. Restrictions and terms and conditions of the airline and STA Travel apply. All payments, ticketing and flight arrangements will be the responsibility of the participant(s) and STA Travel.

AIRFARES & STA TRAVEL for GROUPS OF LESS THAN 10 PARTICIPANTS

For individual travelers or small groups, we highly recommend making your own international travel arrangements. Individual travelers must confirm travel dates and availability with CAS Trips prior to booking flights.

PARENTAL CONSENT

Children aged 12-17 traveling internationally are required to have a parental letter of consent with them at all times. Some airlines may demand that children travel under Unaccompanied Minor procedures. In this case, CAS Trips are not responsible for any extra fees incurred.

FREE TEACHER PLACES

One free teacher place will be offered per every 10th student traveling in a group. The teacher place will become available after every 10th student has submitted their enrollment form and paid the non-refundable \$399USD



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enrolment fee. Free teachers will receive meals with students, local transport ticket in the destination, entrance fees and costs associated with activities listed in the itinerary.

Free teacher accommodation is based on shared 4-bed dorm rooms in HI NYC. Private, single rooms are available upon request for a nightly surcharge TBC,

TEACHER RESPONSIBILITIES

Teachers are considered part of the CAS Trips team. Although their presence on daily activities is not obligatory, it is highly recommended. Morning and evening duties at the accommodation will be scheduled and teacher cooperation is expected in the control and discipline of students associated with their group.

PASSPORTS AND VISAS

Each traveler must obtain a passport and any applicable visas or other travel documents needed prior to departure. Some airlines will require passport details up to 120 days prior to travel. If a traveler is unable to obtain these travel documents, our standard cancellation policy will apply.

Please be sure that passports are valid for at least six months after your trip ends. Please ensure to get into contact with your local embassy to clarify visa requirements. CAS Trips is not responsible for obtaining any visas.

INSURANCE COVERAGE

All travel participants to any destination must have adequate individual travel and health insurance. CAS Trips' limited liability insurance does not cover individual participants.

Travel insurance is available from www.worldnomads.com for as little as \$49USD per person.

THE ITINERARY

The program advertised in CAS Trips marketing materials is provisional and could be subject to change. A final detailed schedule will be released via CAS Connect! at least 1 week prior to arrival.

CAMP STRUCTURE

Unless expressly stated by group leaders ahead of arrival, students participating in CAS Trips will be divided and dispersed randomly into sub-groups of 10. This system ensures the mix of cultures and collaboration and ensures optimum conditions for learning and understanding.

Each sub-group of 10 will be assigned to a CAS Trips Monitor. Students will participate in daily activities, lead by CAS Trips Staff, with their sub-group as well as at least one other sub-group. Teachers will also be assigned to sub-groups at random.

If parents and/or group leaders wish for certain students not to be separated, CAS Trips must be informed via email info@castrips.org at least 30 days prior to arrival.

ROOMING



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Students will be accommodated in 6, 8 or 10-bed single-gender dorms. CAS Trips handles final rooming assignments for all travelers.

Please ensure that any special rooming requests are submitted via email info@castrips.org at least 30 days prior to arrival.

FOOD

All breakfasts, lunches and evening meals will be provided as part of the CAS Trips program. Any special dietary requirements will be catered for and participants with these requirements must inform CAS Trips via email at info@castrips.org at least 30 days prior to arrival.

We will do our best to ensure that our suppliers are informed of the situation but we cannot guarantee that all requests will be accommodated. Travelers are responsible for making their own arrangements for all in-flight meals.

DISCIPLINE

All students and parents/legal guardians of students must read, sign and return the CAS Trips House Rules document. Signed copies must be submitted to CAS Trips via email at info@castrips.org or to your school no later than 14 days prior to arrival.

EMERGENCY CANCELLATION OR MODIFICATION

CAS Trips retains the right to cancel, modify or delay CAS Trips New York Autumn 2019 as a result of unforeseeable events that are beyond CAS Trips' reasonable control, including but not limited to, acts of God, war (whether declared or undeclared), terrorist activities or threats of terrorists activities, instability in the destination country, incidents of violence, public health issues or quarantine or threats of public health issues, substantial currency fluctuations, strikes, Government restrictions, fire or severe weather conditions, or any other reason that makes it impossible or commercially unreasonable in the sole opinion of CAS Trips to conduct the program as originally contracted. If CAS Trips cancels the program for any such reason, travelers will receive a CAS Trips future travel voucher for all monies paid, less the \$399USD non-refundable enrolment fee. Cancellation by CAS Trips for causes described in this section shall not be a violation of its obligations to any traveler.

REFUNDS

Refunds for overpayments will be issued upon written request. Refunds will be issued in the name that appears on the traveler's account. All refunds will be made 28 days after the request has been processed.

LOST PROPERTY



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CAS Trips is not responsible for loss of passports, airline tickets or other documents, or for loss of or damage to luggage or any other passenger belongings. In the case of a lost paper airline ticket, the traveler is solely responsible for their belongings and documents.

TERMS AND PROVISIONS

The terms and provisions of these Booking Conditions supersede any other warranties, representations, terms or conditions, unless they are expressly stated within a Booking Conditions Addendum or in a letter signed by a CAS Trips Director. While CAS Trips makes every effort to ensure the accuracy of its publications, it cannot be held responsible for typographical or printing errors (including prices). The tour operator for your trip is CAS TRIPS SRO, IC: 052 35 481, Zahradníčkova 1220/20a, Košíře, 150 00 Praha 5. Czech Republic.

PAYMENT PLAN TERMS & CONDITIONS

CAS Trips require the full balance of the trip to be paid at least 8 weeks prior to arrival date.

The following Terms and Conditions apply:

The payment scheme will clearly be communicated to you ahead of a booking. A late fee of \$99USD will be assessed for any missed payment. All late fees are non-refundable. The first payment of \$399USD per participant is due at the time of enrollment - no later than May 30th 2019.

The Customer is be responsible for paying all bank charges, transfer fees and exchange fees in order for the payment received by the CAS Trips to fully match the amount stated in the payment schedule.

CAS TRIPS' CANCELLATION POLICY

The cancellation policies outlined below take into consideration the costs CAS Trips incurs before groups even depart. Notice of cancellation from CAS Trips will only be accepted from the traveler, his or her legal guardian or the Group Leader in writing via email or mail.

The date of cancellation will be determined by the date on which CAS Trips receives notice. Cancellation refunds can only be made to the person whose name appears on the account; payments cannot be transferred to another account or person travelling.

Cancellation Charges

90 days or more prior to departure - Full refund less the \$399USD non-refundable deposit,

90 to 45 days prior to commencement date - 50% of the final price

45 to 15 days prior to commencement date - 70% of the final price



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14 to 1 day prior to commencement date - 100% of the final price

GROUP LEADER CANCELLATION POLICY

If a Group Leader cancels for any reason, he or she will be asked to assign a new Group Leader. Any travelers who cancel at this point and choose not to travel with their replacement Group Leader will be treated as standard cancellations. Replacement group leaders will be responsible for any fees incurred for the changing of airline ticket details.