

**Simcoe/Norfolk Regional Campus
Student Arrival Services Request Form**



Please provide your arrival information to us by completing this form and send to **simcoe@fanshawec.ca**. This form must be submitted at least two weeks prior to the departure date.

*If there are changes/cancellations to your arrival information, please inform us by email **simcoe@fanshawec.ca** immediately or at least 48 hours before the departure time. Failure to do so will result in a \$100 CAD penalty to be charged to the student account.

I confirm that I have received stamped visa approval and a copy is attached. (Arrival services cannot be booked without visa confirmation)

Please indicate your arrival plans:

Arriving at Toronto's Pearson International Airport

Greeter Service/Airbus: the greeter will welcome you at the arrival gate and take you to the reserved airbus

Reserve Airbus: we will reserve a seat for you with Airlink airbus and you are responsible to reach the bus

Accommodations in Simcoe

I require temporary accommodation at a hotel upon my arrival to Simcoe. If you do not arrive at the hotel on the date that you requested, your reservation will no longer be valid. Should you arrive at a later date and there is availability at the hotel, you will be charged for your reservation.

I have already arranged for my own accommodations.

Student Name: (first/last) _____ **Female** **Male**

Student Number: _____ **Date of Birth:** (dd/mm/yyyy) _____

Airline Name: For final destination (ex. Jet Airways) _____

Flight Number: For final Destination (ex. 9W234) _____

Arrival Date: (dd/mm/yyyy) _____ **Arrival Time:** (hh/mm) _____

Please use 24 hour time ex. 21:45

Personal Email: _____

Signature of Student: _____ **Date of Submission:** _____