

Dear Woodstock Parents,

**RE: GOING DOWN AND COMING UP TRAVEL ARRANGEMENTS FOR STUDENTS IN JUNE 2012/ JULY 2012**

I am writing to send you the forms for students' travel in the summer of 2012. Please complete and return both forms as soon as possible to **TRAVEL OFFICE** (Travel Officer) by Registered Mail, Speed Post, FAX (91-135-6615141 or 2632885) or e-mail ([traveloffice@woodstock.ac.in](mailto:traveloffice@woodstock.ac.in)). **The forms should reach us no later than 31 March, 2012** if you wish us to make the travel arrangements for your son/daughter. **We cannot guarantee successful bookings for any forms received after the deadline.**

**GOING DOWN ARRANGEMENTS (GOING DOWN DAY - SATURDAY, 16<sup>TH</sup> JUNE)**

**School Party** students will be travelling by bus and will arrive in Delhi if all goes well in the evening approximately **by 6:30 pm on SATURDAY, 16<sup>TH</sup> JUNE**. Parents should therefore not book flights for domestic travel before 8.30 pm or flights for international travel before 11.00 pm on **SATURDAY, 16<sup>TH</sup> JUNE**. Airline tickets being sent for students should reach the school by the end of April, 2012.

**Delhi Party** students will be travelling by bus and should be collected with their baggage from the Centaur Hotel around 6:30 pm on **SATURDAY, 16<sup>TH</sup> JUNE**. Students may only be collected by a parent or guardian, who must complete the check-out form for the Woodstock duty staff before taking the student(s).

**Private Party**

Senior school students may be collected from the school after 1:00 pm on Friday, 15<sup>th</sup> June.

Junior school students may be collected from the school after 11:00 am on Friday, 15<sup>th</sup> June.

**COMING UP ARRANGEMENTS**

**School Party** students flying into Delhi should plan to arrive in Delhi no earlier than Saturday, 28th July and no later than midnight of Sunday, 29th July 2012. Woodstock duty staff will arrange to collect the students from the airport. Students will be travelling to Dehra Dun/Mussoorie by Shatabdi train.

**Delhi Party** students may join our travel parties on Sunday morning, 29th July or on Monday morning, 30th July 2012. Parents must bring their student(s) to the Hotel Centaur before 4:30 am on either day. Students will be travelling to Dehra Dun/Mussoorie by Shatabdi train. All Delhi Party students are requested to bring their luggage to Hotel Centaur, one day prior to travel date.

**Private Party** students being brought up to school by personal vehicle should be brought to their residences at the school between 2 - 4p.m. on Monday 30<sup>th</sup> July 2012.

**OTHER REQUIREMENTS**

**VISAS: All students need to come to Woodstock with a multiple entry student visa.**

**REGISTERING OF VISA:** All students must hand in their passport to Mr. Chopel, Liaison Officer, immediately on their return to Woodstock. Students must be registered within 14 days of arrival otherwise a fine of US \$30 is charged by the Government of India. Similarly if there are delays in extending the visa a fine of US \$30 will have to be paid for submitting the application late. For a new registration, parents must provide 8 passport size photos of the student. For those who are age above 16 a sum of US \$65 will be charged by the Government of India for extending their visas.

**Payments for flight bookings and tickets should be made directly to President Travel Service. We are not able to charge airfares to your school account.**

**PLEASE DO NOT FORGET TO:**

1. Check the check-list enclosed in your child's travel packet as soon as he/she reaches home for the vacations.
2. If your child has a Student Visa registered by the school at the Foreigners Registration Office (Dehra Dun), then he/she will also have a Residential Permit issued by them (F.R.O.). This Residential Permit is a document as important as the child's passport in India, therefore make sure it is sent back to Woodstock School along with the child's passport.
3. Please send fresh passport size photos of your child for documentation purposes.

**SCHOOL PARTY CHARGES:**

The charges for transport, luggage and chaperone costs for each journey are as follows:

Surface Charges	Rs. 2700
Hotel costs per day or part of day:	Rs. 3500

**DELHI ADDRESS**

Centaur Hotel, Near I. G. I. Airport Telephone: 91-11-25652223, 25607575

New Delhi 110037 Fax: 91-11-25652239, 25652256

E-mail: [centaur@ndf.vsnl.net.in](mailto:centaur@ndf.vsnl.net.in)

The calendar for 2012-13 is posted on the website at <http://www.woodstockschool.in/info/Calendar2012-13.pdf>. Thank you for your prompt cooperation,

Dr. Jonathan Long

Principal