

Welcome to USA Student Travel!

Congratulations! Thank you for choosing USA Student Travel as your grad trip company. You are now confirmed for a Grad Trip in the summer of 2004. We're confident that you'll have a great experience with us from the time you are registered. To start, you'll receive statements and newsletters between now and next summer to help you prepare for your trip. Please take the time to read through any communication you receive.



Go over it with your parents, too, so that you all know what to expect. The calendar below will give you an outline of the upcoming months. Our customer service agents will also be happy to assist you at anytime, either by phone or, more conveniently, through our website

at www.usastudenttravel.com. Thank you, again, for choosing USA Student Travel as your grad trip specialist! We look forward to servicing you throughout the year.

February - May 2003: The final months of your Junior year...and time to register with EARLY BIRD prices. Take advantage of early registration and prices. Payments of \$75.00 due each month.

June - July 2003: Summer Break! Send your monthly payment of \$75.00. The grad trip for 2003 is taking place... but it'll be your turn soon enough!

August - December 2003: It's the start of your last year in high school. Fall registration and fall prices are in effect. Get your friends to register so they don't miss out! Space is on a first come, first served basis, so the sooner the better! Register or make your payment online @ www.usastudenttravel.com.

January - March 2004: It's the New Year! Don't forget - Balance due date is March 1, 2004 with no extensions! Take care of your balance early and avoid the rush. Last chance to get your friends signed up. Purchase the Optional Trip Insurance, if you haven't already...available only until March 1, 2004.

April 2004: Choose your roommates! You can choose your roommates online or coordinate it with your group organizer. You need four to a room or you'll be billed for occupancy fees. Travel tips will be mailed to help you prepare for your trip.



May - July 2004: Our programs are off and running! Tickets, itinerary, and Party Package information will be sent 7 - 10 days prior to your trip. Don't forget your camera, suntan lotion, and party gear, and have a great trip!

Our Website:

If you have any questions regarding USA Student Travel or your account, the website is the most convenient way to get answers. Visit the USA website at www.usastudenttravel.com.

Information on your destination, the hotels, frequently asked questions, and travel tips is available. You can also access different forms for your use, such as a minor permission form or a credit card authorization form. You can even "contact us" through the web and have answers emailed to you.

Once registered, you can view your own account information online 24 hours a day, by clicking on "account info". You'll need an email address to access your account, so contact our office to add it to your account or to let us know if it changes. Your payments and statements may overlap, but the website will always reflect the most updated payment information available.

We also recommend you make your payments online. Your payments are posted immediately, and you'll receive immediate confirmation on credit card transactions. In the future, you'll also be able to request your roommates and see your flight itinerary and any updates on your reservation. A sample of all the activities and costs for your destination is available. You can "link" to get an application for a passport or a copy of your birth certificate.



Check out the "NEWS" section and visit the "PARTY GEAR" store so you'll have the latest accessories for your trip. For an easy way to pay for your trip, you can also apply for a credit card online. So LOG ON and check out the services of our USA website!

Additional Important Information

STATEMENTS: You will receive a statement every other month to update you on your balance and any payments received. Please read your statements and newsletters so you're up-to-date on your trip. You now have your own TRAVELER ID# listed on your statement. This ID number must be indicated on your payments or used when you contact our office. A "change of information" form is on the back of your statement for you to use if you move or change your phone number or email address. Your personal info should always be current to make sure you receive all

communication from our office.

Check your GROUP NAME, GRAD DATE and DEPARTURE CITY to confirm that they are correct. Contact our office with any discrepancies or changes as soon as possible. The terms and conditions are also on the back of every statement for your convenience. Most of your questions can be answered by reading through these statements. Our customer service agents are also happy to assist you in our corporate office, Monday through Friday, between 8:30am – 5:00pm PST.

PAYMENTS: Payments of \$75.00 are due each month. Please do not send cash! ALWAYS remember to indicate your name and Traveler ID# on your check or money order and send it with the top portion of your statement. You can send a payment without a statement as long as you indicate your Traveler ID# and name



on your payment. The form on the back of your statement can be used for credit card payments. Postdated checks and payments over the phone are NOT accepted. There will be a ONE-TIME \$12 non-cash add-on for all forms of payment other than by checks, money orders or cashier's check. There is a \$10 fee for any written credit card authorizations that are

declined, and a \$20 fee for returned checks.

We highly recommend you make your payments on line at www.usastudenttravel.com. Your payment will be posted immediately to your account and can be checked on the web within 24 hours. You will not be charged a "declined fee" online, and it's a convenient way to make payments without worrying about the mail.

Your balance must be received by March 1, 2004, or you will be cancelled automatically. There are no exceptions to this deadline. Rooming will be coordinated at the end of March, and you will be invoiced for any additional occupancy fees if you have less than four in your room.

TRIP DATES: Your tentative trip date will be assigned based on the graduation date listed on your invoice. Make sure the graduation date of the school you are traveling with is correct on your statement. Tentative trip dates will be assigned in February. You will travel within 10 business days of your graduation date, unless your graduation is before May 25, 2004. Your final trip date will be confirmed after final payments are processed and rooming is completed. Please notify your organizer or our office in writing of any change in your graduation date.

ROOMING: Remember, the price is based on having four people to a room. You choose your own roommates. If you have less than four (for whatever reason) you need to pay the occupancy fee listed on your statement. You'll be able to request your roommates online in January and/or coordinate your roommate request with your organizer. Rooming is finalized in April, and invoices will be mailed with the appropriate occupancy fee (if any). USA Student Travel can assist with roommates but is NOT responsible for filling your room. Talk to your friends now and make sure they're registered for the trip!



Optional Trip Insurance Available



Because your trip is a valuable investment, Optional Trip Insurance is available to you through INSURE AMERICA. This policy provides coverage in the event of cancellation due to an unforeseen

medical situation such as a death, accident or illness to either the traveler or someone in their family. (Arbitrary reasons are NOT covered) The policy also provides coverage for trip delays or trip interruption and baggage loss or baggage delays. The nonrefundable premium is \$45.00 and can be added to your account with payment until March 1, 2004. Coverage is not provided until the premium is paid and is limited to the restrictions of INSURE AMERICA. A Schedule of Benefits is included with your first statement and is also available upon request, or you can view it on our website at www.usastudenttravel.com.

Pre-Screening for Your Convenience

Because of the tightened security measures implemented for air travel, USA Student Travel is required to provide information to the air carriers for passengers traveling in large groups. In an attempt to streamline the check-in time at the airport, air carriers are requiring passengers traveling in groups to be "pre-screened" before arriving at the airport.

To implement this pre-screening procedure, you must provide USA Student Travel with the following information:

- Legal Name as it appears on your proof of Citizenship
- Type of Document to be used as Proof of Citizenship (i.e., passport, birth certificate)
- Country of Citizenship
- Date of Birth
- Current Phone Number (in case of Emergency)

This information will then be passed on to the appropriate carriers prior to your flight and will be used by airport personnel when you check in. You must take the same proof of citizenship with you to the airport – do NOT mail the documents to our office. If you change the document to be used, you can update this information online or call our office.

It's not too early to request a certified copy of your birth certificate or to apply for a passport. You can go to our website, www.usastudenttravel.com, and click on "LINKS" to find applications for either documents. A detailed listing of the documents required for travel to Mexico and the Bahamas is listed in the terms and conditions of your brochure and on the back of your statement. It is also available on our website under "FORMS". Non U.S. citizens need to contact their local consulate general for documentation requirements. All travelers are responsible for obtaining the proper documents. You will be denied boarding if you do not have the proper proof of citizenship.

We look forward to a great year! Thank you for choosing USA Student Travel!