

PLEASE SEND THIS FORM AS SOON AS TRAVEL PLANS ARE FINALIZED – as much advance notice as possible will help FCA provide the best service possible! Please email this form to: office@fcae.ca, s.bishop@fcae.ca, and j.mcaloon@fcae.ca. FCA will personally arrange for airport pickup at Fredericton International Airport. Either your homestay family or a FCA staff member will be there with a FCA sign and the student's name on it. PLEASE look for this sign once you clear customs and enter into the welcome concourse. You will be informed in advance as to who will be greeting you at the airport. If your flight has been delayed or cancelled, please try to send an email to j.mcaloon@fcae.ca AND s.bishop@fcae.ca so that they are aware. If this isn't possible, the FCA representative will be sure to check the flight via the airline website.

## **STUDENT INFORMATION**

First name:	Birthdate: Y M D Entering Grade:
Middle name:	Nationality:
Last name:	
AGENCY INFO (If using)	
Agency name:	Agent's email:
Name of contact:	
DEPARTURE INFORMATION	
Date of departure: Y M D	Flight #:
Airport:	Departure time:
ARRIVAL INFORMATION	
Date of arrival: Y M D	Flight #:
Airport:	Departure time:
OFFICE I	JSE ONLY
Date information received: Y M D Name of pickup contact:	Other info:
Date pickup contact notified: Y M D	

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