

## Language & Friendship Air Travel Policies

### Departure:

Travelers are advised to depart with the group to avoid undue stress for the group upon arrival abroad. Travelers may depart from other airports if necessary, and every effort will be made to coordinate flights to connect with the group. Whether traveling separately or with the group, any extra costs incurred due to delayed or cancelled flights are the responsibility of the traveler.

### Departing the U.S. earlier than the group:

Travelers who wish to spend additional time abroad are encouraged to extend their stay after the group rather than depart earlier than the group if at all possible. Travelers who need to depart the U.S. earlier than the group usually need to be ticketed *individually*. (Airlines do not typically allow different outbound departure dates on group contracts.) Such travelers may

- contact L&F ([altair@languageandfriendship.com](mailto:altair@languageandfriendship.com)) to ask for the form “Request for Alternate Flights – Early Departure” to indicate desired departure date and routing.
- arrange their own flights and receive a discount on their L&F program price without air (see below).

Either way, the traveler is entirely responsible for meeting the group at the airport or at the first hotel. Any costs incurred, due to the delay of the individual or the group, are the responsibility of the individual.

### Returning to the U.S. later than the group:

Travelers may extend their stay abroad and return to the U.S. at a later date. It is also possible to return from a different airport. Alternate return requests must be submitted in writing. For deadlines, policy and fees, contact L&F ([altair@languageandfriendship.com](mailto:altair@languageandfriendship.com)) to ask for the form “Request for Alternate Air – Later Return.”

### Frequent flyer miles / Airline passes:

- Frequent flyer miles cannot be applied to the cost of a group contract airline ticket.
- A participant wishing to arrange his/her own air travel using frequent flyer miles or an airline pass will not be part of the group’s airline reservation.
- It is preferable that travel be arranged on the same flights as the group. If traveling on a different flight or a different airline, the traveler is entirely responsible for meeting the group at the airport or at the first hotel, as well as any costs incurred due to the delay of the individual or the group.
- Language & Friendship must be notified of this in writing ([altair@languageandfriendship.com](mailto:altair@languageandfriendship.com)) no later than 6 months prior to departure. If Language & Friendship is not informed that a participant is attempting to use frequent flyer mileage or a pass, and a ticket is issued in the participant’s name, the participant will be subject to the cancellation penalty charged by the airline.

### Program price credit if making own flight arrangements:

For anyone making his/her own flight arrangements, the program price will be discounted as follows:

- for spring or shoulder season programs (October-April): approx. credit of \$800-\$900
- for summer or peak season programs (May-September): approx. credit of \$1100-\$1200

The exact amount of credit will be determined when the group airline contract is finalized.



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