

5 December 2011

Dear Students and Parents

The response to the Year 10 EOTC program has been fantastic and overwhelming. Over half the cohort have provided a deposit which is excellent, however, this has led to some unexpected problems regarding certain trips rapidly surpassing their quota. In particular, the Juara trip was planned for up to 24 students, and now has over 40 applicants. In short, some students who have already applied for this trip will not be able to attend.

To this end, I request that students put forward a selection of choices for EOTC initiatives. Please select your top three choices by placing a number 1 (first choice), 2 (second choice) and 3 beside the appropriate program. I appreciate that some students have already put forward a list of choices, however, many students haven't. This also confirms those choices with parents.

If a student does not get their first choice for the overseas options they will be approached by Mr Braund before they are placed in their second choice EOTC initiative. The date students have responded in making their deposit will still be taken in to consideration.

Also attached is the Parental Consent form. Enrollment forms are available on the RCHK website <http://www.renaissance.edu.hk/content/education-outside-classroom-eotc>

**Please note:**

- Overseas participants need to complete the APA Overseas Enrollment form;
- Participants in the Sai Kung program complete the HK program Enrollment form;
- Forms for Juara applicants will be e-mailed to them directly.

Kind regards  
Troy Braund  
EOTC Co-ordinator.

**Please return the following details to Ms Joko Chan in the FE Office (SS408) before Friday 9 December 2011:**

- EOTC Year 10 Program Choices and Consent Forms.
- Cheque for first deposit of \$3,000 made out to Renaissance College and write your child's name, class and advisory on the reverse.

**Due by Tuesday 10 January 2012:**

- Appropriate Asia Pacific Adventure or Juara Enrollment Form with medical details complete (for all participants).
- Cheque for second deposit of \$3,000 (for overseas participants only).

## EOTC YEAR 10 PROGRAM OPTION CHOICES

Student's Full Name \_\_\_\_\_ Advisory \_\_\_\_\_ Year 10. \_\_\_\_  
(As appears on HKID/ Passport for Insurance purposes)

Student's Date of Birth \_\_\_\_\_ Gender \_\_\_\_\_  
(MM/DD/YYYY)

Selection Choice	EOTC Program	APPROXIMATE COSTS
	Tiger Leaping Gorge, Lijang, China	\$10,000+ Air transport
	Yangshuo, China	\$10,000+ Air transport
	River Kwai, Kanchanaburi, Thailand	\$8,200+ Air transport
	Juara, Tioman Island, Malaysia	\$8,500+ Air transport
	Sai Kung Country Park, Hong Kong	\$4,900

Note: Trip costs **do not include visa fees, immunisations**. It is expected parents / students will determine their individual requirements and take necessary action.

We understand that if our first option choice is not available Mr Braund will approach our child and negotiate the possibility of selecting our second choice option with them.

Parent/ Legal Guardian name \_\_\_\_\_

Parent/ Legal Guardian signature \_\_\_\_\_

Date \_\_\_\_\_

Please return this sheet and initial deposit before Friday 9 December to Ms Chan in FE office (SS408).

## EOTC YEAR 10 PROGRAM PARTICIPATION AND MEDICAL TREATMENT CONSENT

Student's Full Name \_\_\_\_\_ Advisory \_\_\_\_\_ Year 10. \_\_\_\_  
(As appears on HKID/ Passport for Insurance purposes)

Student's Date of Birth \_\_\_\_\_ Gender \_\_\_\_\_  
(MM/DD/YYYY)

I hereby give consent and full authority for the staff or agents of the school to arrange for and consent to any medical treatment or hospitalisation for my child / guardian while s/he is in the care of the school. I further authorise these staff members to enter into and execute, on my behalf, such documents or consents as may be required by Medical Practitioners, Health Care Professionals or Hospitals for such purposes. I have read the communications sent by the school relating to this trip and give consent to my son/daughter's participation

## EOTC YEAR 10 PROGRAM PAYMENT AND INSURANCE FORM

Please make cheques payable to 'Renaissance College' and write your **child's name, year level and advisory on the reverse.**

### Insurance For Sai Kung Program:

Once the Asia Pacific Adventure enrollment sheet is returned a booking is made on your child's behalf. It then becomes subject to the conditions imposed by the operator, Asia Pacific Adventures (APA). **For non medical withdrawals** this specifies that a cancellation charge of 50% of the total amount payable is incurred after enrollment into the program and submission of the APA enrollment form. It also states that after Friday 17 February 2012, if a cancellation is made, 100% of the fee is forfeited after the enrollment is processed.

However in light of the growing concerns over **cancellation through illness**, APA Group will offer cancellation coverage on provision of a doctor's certificate for all of our programs that are not covered by normal travel insurance (for example, Hong Kong Schools participating in a Hong Kong based program). APA Group will provide **a full refund** up to the day of commencement on **receipt of a doctor's certificate for medical reasons.**

### Insurance For Overseas Programs:

Reimbursement will be dependent on the insurance provider. A copy of the insurance cover has been attached for your information.

We hope this will help to relieve concerns for parents when students are participating in APA programs and unfortunately fall ill or injure themselves prior to programs and are no longer able to attend.

I have read and understand the above information and terms:

Parent/ Legal Guardian name \_\_\_\_\_

Parent/ Legal Guardian signature \_\_\_\_\_

Date \_\_\_\_\_