Supporting Educational Travel
A Guide for School Administration
Our History

In 1964, a middle school social studies teacher from Chicago discovered the incredible educational experience of traveling to Washington, D.C., with his students. He was so encouraged by the powerful effects travel had on his students’ eagerness and ability to learn, that he left teaching in 1967 to found Lakeland Tours. His vision to make educational travel easy, fun, and safe for teachers and students came to fruition as Lakeland Tours grew and became the leader in educational student travel.

Who We Are Today

For nearly 50 years, WorldStrides has set itself apart as the premier student travel organization in the nation. From 1998 to 2000, Lakeland Tours joined forces with other leaders in the educational student travel field – American Student Travel, Bowl Games of America, Educational Field Studies, Heritage Festivals, and Wider Horizons – to form WorldStrides, an organization that provides the highest quality educational travel programs available in the country. Since then, WorldStrides has continued to expand its program offerings by bringing Classic Festivals, the Field Studies Center of New York, the Accent Travel Group, TravelMBA, New Century Tours, Casterbridge Tours, NETC, WorldPass, and Explorica into the WorldStrides family. When you choose WorldStrides, you can feel confident that you’ve made the best choice for your students.

Our Mission

All WorldStrides programs are united under our mission, “Igniting personal growth for students through travel at every stage of development.” We strive to extend education into the worldwide classroom for students of all ages and to provide the best opportunity for learning through seeing, experiencing, and interacting.

Financial Strength

WorldStrides is backed by the financial strength of Metalmark Capital and Silverhawk Capital Partners. In addition, WorldStrides’ stability and commitment to excellence are shown through our membership in the United States Tour Operators Association (USTOA) Travelers Assistance Program, which provides the best consumer protection plan in the industry.

Accreditation

WorldStrides satisfies the same educational standards as public and private schools across the country, and is accredited by regional accrediting bodies across the United States:

- AdvancED (parent organization for the Northwest Accreditation Commission, the North Central Association Commission on Accreditation and School Improvement, and the Southern Association of Colleges and Schools Council on Accreditation and School Improvement)
- Western Association of Schools and Colleges
- Middle States Association of Colleges and Schools

worldstrides.com/perspectives
800-771-2323
Perspectives
Educational journeys for students
WorldStrides maintains various professional partnerships to guarantee our reputation of quality, including:

**Educational Organizations**
- Center for Civic Education
- Colonial Williamsburg
- Monticello
- Mount Vernon
- United State Holocaust Memorial Museum
- Students Against Destructive Decisions (SADD)
- National Wildlife Federation Academic Associations

**Academic Associations**
- National Council for the Social Studies (NCSS)
- Association for Middle Level Education (AMLE)
- National Science Teachers Association (NSTA)
- International Baccalaureate Organization (IBO)
- National Association of Elementary School Principals (NAESP)
- National Association of Secondary School Principals (NASSP)
- International association for K-12 Online Learning (INACOL)

**Travel Associations**
- United States Tour Operators Association (USTOA)
- Student and Youth Travel Association of North America (SYTA)
- National Tour
- Association (NTA)
- Washington, D.C. Convention and Visitors Association
- American Society of Travel Agents (ASTA)
- International Airlines Travel Agent Network (IATAN) Airlines Reporting Commission (ARC)

**Approved Professional Development Providers**
- Georgia Department of Education
- Illinois State Board of Education
- Michigan Institute for Educational Management
- New Jersey Department of Education
- Pennsylvania Department of Education
- Texas State Board of Education
- Washington State Board of Education

(Approved provider for the FLAG Foundation)

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**The WorldStrides Team**

Your group’s leader will have a passionate and professional team of travel experts who will work closely with your group from the time you decide to lead a WorldStrides program, until your group returns home safely. Our primary goal is to provide a safe and secure travel experience. Without a focus on safety, our programs could not exist. Next, we strive to enrich lives by taking students beyond classroom walls and inspiring student travelers by providing a unique and experiential educational program. WorldStrides has a staff of more than 700 professionals, many of whom are former educators, and all of whom are dedicated to making sure every aspect of your program is a success.

**Our Customers Say it Best...**

“The tour was amazing!! I loved everything about the trip. The tour was very well put together and very well organized. We saw so much of France in such a little amount of time which is usually very hard to manage. Loved all the meals, shopping, and so many different tours and sights we saw! I recommend 100%” (French Teacher, Pennsylvania)

“It is [your] steadfastness to duty, attention to detail, and friendly, courteous, and solicitous demeanor that keeps me coming back year after year with WorldStrides.” Michael B. Riemer, Teacher, LA

“I’m impressed with Stephen [Course Leader] because he doesn’t just give the students information, he makes it fun.” Mrs. Newman, Parent, IN

“When I bring students to Costa Rica for the Turtles and Toucans Tour they are understandably excited. When they have completed the tour, however, they are changed human beings. The stellar qualifications of the tour guides, the beautiful hotels in natural settings, the tours and activities in the Costa Rican environment where the students experience first hand the diverse beauty of Costa Rica, and the general amenities such as food, buses and hotel rooms - all of these make this tour a life changing experience for all who participate.” (Teacher, New Jersey)
For a group like yours, it is critical that your travel provider has the resources and experience necessary to smoothly and efficiently coordinate a youth group in the areas that you will visit. We are confident that nearly 50 years as a student travel specialist provides us with this level of experience. Educational travel requires special skills that go far beyond making simple hotel and airline reservations. When emergencies arise, this experience is important. We also realize that price is important, and our prices consistently provide the highest value for your students’ money.

Not all companies are the same, have the same priorities, or provide the same experience. WorldStrides sets the bar high. In terms of safety, education, and passion for student travel, our team has consistently beaten all other competitors. WorldStrides is the standard by which every other company measures themselves.

### EXPERIENCE WITH YOUTH GROUPS

| Number of years in student travel business | ✔️ Nearly 50 |
| Number of participants during this period | ✔️ 7 million+ |
| Number of participants per year | ✔️ 400,000 |
| Number of groups last year | ✔️ 3,000+ |
| Number of full-time staff dedicated to youth group travel programs | ✔️ 700+ |

**Be sure your organization has the experience you deserve.**

### QUALIFICATIONS TO COORDINATE YOUR PROGRAM

| Does the organization have a 24/7 Tour Central office? | ✔️ Yes |
| Does the organization employ and train its own Tour Directors? | ✔️ Yes |
| Will a Tour Director stay at the hotel with the group? | ✔️ Yes |
| Does the organization provide student training for its staff on how to best work with students? | ✔️ Yes |

**Your group is at risk without appropriate contingency plans.**

### EDUCATIONAL FOCUS

| Does the organization employ a full-time education team? | ✔️ Yes |
| Does the organization offer students the opportunity to earn school credit? | ✔️ Yes |
| Does the organization offer teachers the opportunity to earn professional development? | ✔️ Yes |
| Is the organization accredited by regional accrediting bodies across the United States? | ✔️ Yes |

**Who issues accreditation for the organization?**

- Western Association of Schools and Colleges ✔️ WASC
- Middle States Association Commissions on Elementary and Secondary Schools ✔️ MSA
- AdvancED (parent organization for the Northwest Accreditation Commission, North Central Association Commission on Accreditation, and School Improvement and the Southern Association of Colleges and Schools Council on Accreditation and School Improvement) ✔️ AdvancED (NWAC, SACS CASI, and NCA CASI)
INSURANCE AND CONSUMER PROTECTION

Does the organization maintain liability insurance?  ✔ Yes
Does this coverage apply to the Program Leader (teacher)?  ✔ Yes
What are the limits of this policy?  ✔ $50 million
What is the cost for supplemental medical and dental insurance?  ✔ $0
Who pays if an emergency mandates an itinerary change?  ✔ WorldStrides
Does the organization maintain USTOA consumer protection?  ✔ Yes
Amount of deposits covered by consumer protection  ✔ $1 million

Insurance and consumer protection are there to protect you.
Because WorldStrides programs are typically non-school-sponsored/affiliated, they do not follow the traditional model of a school field trip. When you let your administration know about your plans to travel, it may be helpful for you to highlight the points outlined below. These points will ensure that they don’t confuse your program with a school field trip that would require an approval process.

**Non-School- Sponsored Status**

Unlike a school field trip, a WorldStrides educational travel program is not sponsored by the school and does not require the school or school district to allocate funds.

**Programs Don’t Occur During School Time**

Just like a part-time job or a camp or youth sport/activity that a student chooses to participate in, a WorldStrides program does not result in lost class time for students or the need for a substitute instructor when a teacher leads a program.

**Voluntary Student Participation**

Since the trip is not paid for by the school and does not take place during school time, neither the school nor the students are obligated to participate. Similar to summer camp, this program is available for all students, but only some will decide to go.

Summer camps, supplemental enrichment programs, Boy Scouts and Girl Scouts, and even the Little League are all non-school sponsored programs that are embraced by the community and promoted in schools. Most administrators are very supportive of WorldStrides educational travel programs. Below is a simple approach many of our Program Leaders have found easy and successful.

**A Simple Approach to Presenting Your Program**

1. Show the presentation that was sent to you by your WorldStrides representative. This shows your administrator the quality of our programs and the strengths that have made WorldStrides the nation’s leader in student travel. The presentation will also answer any questions they may have about our unmatched safety record and extensive liability coverage. In fact, WorldStrides can name you and your school as co-insured, protecting you with the power of the most comprehensive insurance policy in the student travel industry.

2. Explain which accredited program you have chosen and the educational value of the experience. Include the dates you plan to travel, so your administration understands that the trip won’t happen during school time and will not result in missed classes for you or your students. Since the trip is not paid for by the school and is non-school-sponsored, students are never obligated to attend.

3. Offer to connect administrators with WorldStrides references so they can hear first-hand from teachers and administrators in your area who have enriched students’ lives through travel with WorldStrides programs. If your administrator needs any other documentation from WorldStrides, we have additional materials to help explain the merits of the program you have chosen to offer your school community.

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<th>School Field Trip</th>
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<td>How the trip is funded</td>
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<td>Who attends</td>
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<td>How parents’ questions &amp; concerns are handled</td>
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**All-inclusive Price**
- Teachers travel free with the first 6 students
- For each additional 6 students who travel, teachers can bring along another adult
- Single rooms for Program Leaders
- Free international cell phone to use on tour
- Round-trip transportation to destination city
- Confirmed flight information at least 45 days prior to departure
- The support of WorldStrides’ Dedicated Flight Team to help with any flight related problems
- Deluxe motorcoach transportation at your destination
- Conveniently-located quality hotel accommodations
- Free high school credit for middle and high school students
- Three free college credits for traveling high school students
- Professional development for educators
- Knowledgeable Motorcoach Drivers
- 24/7 Tour Directors with LEAP® training
- Educational tools to support your program before you leave, on your trip, and after you return
- All reservations and logistical planning
- Tour Central offices to assist 24 hours a day
- Hearty breakfasts and authentic three-course dinners
- Comprehensive accident, illness, and accident-related dental insurance for all participants
- 24-hour Doctors on Call program to provide in-hotel or phone consultations for participants
- All admissions and fees

**Quality Customer Service**
WorldStrides provides all customer service:
- A personal Account Manager to assist you in planning your program every step of the way
- Customer Service Department to handle all parent inquiries
- A personal Financial Services Representative to handle all accounting and invoicing services for your group and assist in allocating fundraising monies
- Online resources for educators and parents at www.worldstrides.com

**Fundraising Assistance**
Your group’s personal Financial Services Representative will assist you in any fundraising that you or your school decide to do. WorldStrides offers nearly $2 million in FLAG financial assistance annually, as well as the unique Gift of Education program, which has helped thousands of students raise millions of dollars over the years. Additionally, you will receive WorldStrides’ fundraising flyer, and can also access our fundraising website at worldstridesfundraising.com for ideas, tips on grant writing, a list of outside companies that participate in fundraising efforts, and forms to help you keep track of the money you raise.

**We Take Care of the Billing**
WorldStrides directly handles all financial responsibility. We set up an individual payment plan for each participant and bill each family directly. If requirements with the group differ, other payment plans can be arranged. In the event that a parent is having difficulties with a final payment, please encourage them to call our customer service department. We may be able to make special payment arrangements on a case-by-case basis. The school and the Program Leader do not need to collect money or worry about payment deadlines.

**Benefits of traveling with the Industry Leader**
For nearly 50 years, WorldStrides has been enriching students’ lives by providing top quality educational travel programs. Our staff of more than 1300 professionals is dedicated to serve you. Our accredited programs and commitment to excellence make us the leader in educational student travel.
24/7 Tour Central Office
We maintain a Tour Central office that can be reached 24 hours a day, because safety is our first priority. WorldStrides can be reached 24 hours a day, both in the United States and overseas, in the event of an emergency. Every WorldStrides participant is covered by an international network that provides emergency services including medical referral, medical translation, medical monitoring, repatriation, and much more.

Extensive Emergency Manual
We have developed an extensive emergency manual that details how we will deal with all types of emergency situations (including contingency plans for dealing with extreme situations such as acts of terrorism and airline disasters), and all of our on-site staff members have been trained to carry out these plans. Set procedures, checklists, and immediate access to correct phone numbers will result in faster and more accurate responses, which is critical when dealing with an emergency situation.

24/7 Tour Directors
Our bilingual Tour Directors are educational experts in the field who are specially trained in international travel and are given extensive training on how to supervise student groups. Tour Directors undergo background/criminal checks as applicable in their countries of residence and are rigorously trained. They are supported on tour 24/7 by our overseas and US staff and stay with your group 24/7 – from the moment you arrive to the moment of departure. They will assist you with any on-tour needs and assist with any emergency that may arise.

International Cell Phone
An international cell phone is made available to each WorldStrides International Program Leader at no cost, and phones may be rented by students through the WorldStrides website.

Liability Insurance
We maintain an industry-leading multi-million dollar level of liability coverage. Our insurance automatically covers teachers, chaperones, and the school. WorldStrides’ insurance is truly geared to protect you. Additionally, accident, illness, and accident-related dental insurance coverage are provided for WorldStrides program participants. Limits per single occurrence are $7,500 for accident, $1,500 for illness, and $750 for accident-related dental.

United States Tour Operators Association
As an Active Member of USTOA, WorldStrides is required to post $1 million with USTOA to be used to reimburse, in accordance with the terms and conditions of the USTOA Travelers Assistance Program, the advance payments of WorldStrides customers in the unlikely event of WorldStrides’ bankruptcy, insolvency or cessation of business. Further, you should understand that the $1 million posted by WorldStrides may be sufficient to provide only a partial recovery of the advance payments received by WorldStrides. Complete details of the USTOA Travelers Assistance Program may be obtained by writing to USTOA at 275 Madison Avenue, Suite 2014, New York, New York 10016, or by e-mail to information@ustoa.com or by visiting their website at www.ustoa.com.

Cancellation Protection Plus
The Cancellation Protection Plus program protects the investments of your students, their families, and the community. Cancellation Protection Plus enables students to cancel their trip at any time and we strongly recommend it. Details of insurance and the protection plans are can be found here: worldstrides.com/idtripterms.
Planning for a Safe Experience before Departure

Behavior Contract
Safety is the number one priority at WorldStrides. All participants are expected to demonstrate high standards of conduct, courteousness, and consideration toward others. Students and their parent/legal guardian must sign a Behavior Contract so everyone understands the proper rules of conduct. Students behaving inappropriately while on the program may be sent home at the parent’s expense.

Medical Release Form
A parent/legal guardian for each participant must complete a medical release form and provide emergency contact information and authorization for treatment in the event of an emergency. Teachers carry all Medical Release Forms throughout the trip.

Ensuring Students’ Safety While on the Program

Adult Supervision
With a chaperone-to-student ratio that is customized to fit your group’s needs, students receive proper attention and supervision. The Program Leader will identify the adult chaperones for the program. WorldStrides suggests selecting adults who are flexible, helpful, and comfortable with the students. Please note that at selected sites, students may be allowed the freedom to explore on their own.

24/7 Tour Directors
A specially trained bilingual Tour Director is with your group from arrival to departure on every WorldStrides International Discovery program. Our Tour Directors devote 100% of their attention to the students, challenging them to assess and apply what they learn through firsthand experience so they take the most away from the program. Students also follow a busy schedule, so their days are full of planned activities with adult supervision.

Emergency Services

Doctors on Call Program
WorldStrides has an exclusive partnership with The George Washington University Department of Emergency Medicine. A George Washington University doctor serves on our staff as the WorldStrides Medical Director, overseeing medical response planning for the organization and providing direct case management in the event of a medical response issue anywhere in the world. Our partnership gives us access to doctors who are available 24 hours a day to provide in-hotel emergency care to all our traveling students, parents, and teachers in the Washington, D.C. area and phone consultations for travelers in other locations. This program offers teachers and students the unparalleled benefit of receiving care in the comfort of their own hotel rooms while minimizing the disruption to the entire traveling group.

WorldStrides Selects Its Suppliers with Safety in Mind

Hotels
WorldStrides pre-screens its properties and selects only those which are safe, comfortable, high quality and centrally located.

Travel Arrangements
WorldStrides contracts with major airlines such as American Airlines, Delta Airlines, Southwest Airlines, United Airlines, or comparable. Typically, WorldStrides meets the group upon arrival at their destination.

Suppliers
WorldStrides only works with companies who share WorldStrides’ high safety and quality standards. WorldStrides thoroughly screens and regularly evaluates Motorcoach Drivers, hotels, and restaurants by periodically visiting these venues and relying on program evaluation surveys completed by teachers after returning from their program. All participating enterprises maintain their own insurance coverage.
Accreditation

WorldStrides was the first accredited student travel organization in the nation. Accreditation recognizes educational institutions for performance, integrity, and quality and entitles them to the confidence of the educational community and the public. WorldStrides is accredited through multiple regional accrediting bodies across the nation, including AdvancED (parent organization for the Northwest Accreditation Commission, North Central Association Commission on Accreditation, and School Improvement and the Southern Association of Colleges and Schools Council on Accreditation and School Improvement), Western Association of Schools and Colleges, and Middle States Association of Colleges and Schools. This accreditation means that we have met or exceeded safety and educational standards established for schools all over the world. Accreditation means more educationally sound programs and better value for parents and students. All certificates of accreditation are available upon request.

Academic Credit

All high school students who participate on WorldStrides Perspectives programs are eligible to receive three free college credits after completing the required online coursework through our online platform. Middle school and high school students who travel on a WorldStrides program and complete pre- and post-trip online coursework requirements are eligible to receive high school credit. This academic record helps students fulfill graduation requirements, open up their course schedules to be able to take upper-level courses, and distinctively showcase themselves to colleges and universities.

Professional Development

WorldStrides programs comply with states’ requirements for professional development. WorldStrides will help educators identify opportunities to earn professional development in their state, assist in the development of a portfolio, as needed, and issue a transcript free of charge.

Education Team

WorldStrides employs a full-time education team, which is responsible for maintaining our accreditation, developing curriculum materials, training our Course Leaders, assessing student learning, and providing educators with opportunities to grow through our professional development program.
Educational Value of Student Travel

Learning through personal experience takes education beyond the classroom. Through educational travel, students use knowledge acquired in the classroom to analyze the world around them and make a personal connection by applying their knowledge to their understanding and view of the future.

Educational Innovation

LEAP: Learning through Exploration and Active Participation ®

WorldStrides Perspectives programs are unique in offering the LEAP Enrichment Program. LEAP brings contemporary teaching strategies, used by excellent teachers in the classroom, to the environments encountered while traveling.

LEAP is designed so your students:

– Are engaged and active learners.
– Are challenged to think critically.
– Grow personally and intellectually.

LEAP is the entire relationship between each student, the places they encounter, and their Tour Director acting as a cultural mediator, not just a series of activities. International Discovery Tour Directors have developed their exceptional leadership and educational skills as a result of extensive LEAP training, which includes cultivating an understanding of how all students — and all people — learn.

Students learn best when they are engaged, and challenged, and in any group, a wide variety of learning styles and social skills will be represented, each deserving an opportunity to shine. LEAP was designed specifically to replace the old-fashioned lecturing style of traditional tour guides, with a dynamic, inclusive, and constructivist approach.

The academic basis for LEAP is Howard Gardener’s theory of multiple intelligences, the philosophy
WorldStrides is dedicated to making fundraising easy and fun for your students. We offer travelers a number of fundraising ideas and financial assistance that are designed to empower them to fundraise independently and generate contributions for their trip with WorldStrides International programs.

Scholarship Opportunities

FLAG Scholarship
Our most popular scholarship program is the FLAG (Future Leaders of American Government) Scholarship program, offering more than $2 million in travel assistance to thousands of families each year. Families with an annual adjusted gross income (AGI) up to $85,000 are invited to complete a confidential, easy application to receive travel assistance funds. The scholarship program is supported by a grant from the FLAG Foundation, a 501(c) 3 non-profit organization, and supplemented by funds from International Discovery. Scholarships will be awarded on a first-come, first-served basis. Find out more at FlagFound.org.

SYTA Scholarship
The Student Youth Travel Association (SYTA) offers need- and merit-based scholarships for student travel. Visit www.sytayouthfoundation.org for more information on how to apply.

Fundraising
Many students work individually and with the help of their communities in order to raise money for their international program. Sending a child on a trip of a lifetime is an opportunity families, friends, and neighbors can rally behind.

Gift of Education
The most successful individual fundraising effort WorldStrides students use are Gift of Education letters. The Gift of Education is a successful, easy fundraising strategy that relies on small gift donations from your friends, family members, and local organizations to help you fund your trip.

Grant Opportunities

Verizon Foundation
The Verizon Foundation is the philanthropic arm of Verizon Communications. The Verizon Foundation’s goal is to invest in results and fuel positive social change in a number of areas, including education. Organizations can learn more and submit an electronic grant proposal on the Verizon Foundation’s website at foundation.verizon.com.

Grant Wrangler
Grant Wrangler is a free online listing service of grants and awards for K-12 teachers. New fundraising opportunities are posted frequently, and educators can sign up for a bi-weekly newsletter announcing the latest grants and awards. Find out more about Grant Wrangler at www.grantwrangler.com.
WorldStrides programs are different because we share your passion for changing students’ lives.

All international programs are:

**Truly Educational**

Our unique LEAP educational philosophy enriches every program. LEAP provides authentic experiences and ensures that each student is engaged throughout their educational tour in an active, hands-on learning environment. Our Tour Directors are much more than a guide. They are intensively trained in teaching methods and “classroom” management by our faculty of professional educators. They lead, prompt and challenge the students in a constructivist environment that is inclusive, varied and which stimulates critical thinking.

**High Quality with a Purpose**

Our high quality tour services directly impact the educational outcomes of the program and add value by optimizing your students’ time abroad. Hotels close to what you have come to see mean more time for exploring and less time commuting from a distant suburb. Enjoy well-balanced and authentic meals introduce another culture through its food. Cutting corners to offer a budget price means more out of pocket expenses for your students overseas.

**Focused On Your Program**

We don’t believe one size fits all. We are specialists in custom-designing programs across the curriculum. Whether you opt for a private, customized, or pre-designed program, we will put your goals for your program first and work with you to tailor the program to your students’ needs.

**Safe and Secure**

Our first priority is always the safety of our participants. We have developed a comprehensive approach to ensure each group’s comfort and safety, and your peace of mind. WorldStrides can be reached 24 hours a day, both in the United States and overseas. In the event of an emergency every participant is covered by an international network that provides medical referral, medical translation, medical monitoring, repatriation, and other emergency services.

**Academically Accredited**

Our programs are accredited by regional accrediting bodies across the country and will provide you with free professional development credit. You will receive up to 35 points, 35 hours, or 3.5 CEUs toward your professional development, and we will issue your points, hours, or units with an official transcript on your return from your International Discovery program. Your students also have the opportunity to earn free academic credit at the college or high school level. Educational travel on a college or job application demonstrates initiative, maturity, well-rounded interests and an inquiring mind.