**ECUADOR PRE-DEPARTURE MEETING**

**Tuesday, March 20, 6:00 – 7:00pm**

1. **Paperwork**
   1. Student travel medical authorization form and emergency contact info
   2. Special diets or allergies
   3. Copy of passport – passport must be signed!
2. **Packing list** 
   1. Passport – be sure it’s signed before going to the airport!
   2. Refillable water bottle – stay well hydrated in high altitudes, will use bottled water to refill
   3. Medications – in carry-on (recommend Pepto or Immodium and a pain reliever), band aids
   4. Kleenex, wet wipes and facial cleansing wipes (preferred over other types of cleansers)
   5. Mosquito repellant and sunscreen – No aerosols!
   6. Reusable poncho
   7. No outlet adapters needed
3. **Airline regulations and procedures**
   1. Wear tennis shoes to the airport and layer up for the plane ride
   2. Checked baggage- 1 free bag (less than 50 lbs)
   3. Save room for souvenirs!
   4. Carry on restrictions
      1. Please limit carry on to 1 backpack
      2. All carry-on liquids must fit into one quart Ziploc and must be 3 oz or less
      3. Refer to packing list for recommended items to carry on in backpack. Pack a complete change of clothes in your carry on as well as any medications.
4. **Flight information and hotel accommodations** 
   1. Students responsible for own transportation to and from airport
   2. Flight information
   3. Arrive at airport **NO LATER THAN 10:30 AM** **Saturday, March 31** and **9:30 AM Sunday, April 8**
   4. Carpooling to airport (set up at end of meeting)
   5. Hotel accommodations
5. **Tips - $70 cash for tour director and bus driver**
6. **Spending money and credit/debit cards – Ecuador’s currency is the USD!**
   1. Recommended budget of $20-$40/day for souvenirs and snacks, mostly cash
   2. Bring smaller bills, most places outside of Quito will only accept cash as well most of the souvenir markets in Quito
   3. Inform bank of travel plans so credit/debit card transactions aren’t suspended
   4. Be sure PIN works prior to departure
   5. Check all gift cards/prepaid cards for use outside of continental U.S.
   6. Important side note – do NOT, under any circumstances, give money to anyone who asks you for it, no matter what their story is, this goes for street performers as well (no pictures because they will expect money)
7. **Student expectations on trip**
   1. Abide by student handbook expectations at all times. Be respectful. You represent our school and country. Zero tolerance policy for any illegal activities or violations of UCS Student Code of Conduct outlined in the student handbook- anyone sent home early will be responsible for paying for the change in travel plans.
   2. Airport, plane and hotel etiquette
   3. Wear respectful, modest clothing, especially when touring historical sites and churches. No pajamas, yoga pants or sweats allowed outside of the hotel!
   4. Limit use of cell phone - international charges will apply
   5. Use buddy system and stay within parameters during free time - NO GOING OFF ALONE! NOT EVEN TO THE BATHROOM!
8. **Communication on trip**
   1. 24 Hour Explorica Emergency Number (617) 210-6194
   2. Cell phone policy- may be additional fees from data and roaming
   3. Online tour diary - online registration required prior to departure
      1. Sign up online to receive updates on our daily tour diary!
      2. <https://www.explorica.com/My-Account/My-Tours/TourCenter/Tour-Diary-Invitations.aspx?tourCenterCode=Burak-8733>
   4. Follow us on Instagram #uaisecuador
   5. Personal journaling/group journal
9. **Explorica photo contest**
   1. 6 categories for photos with $100-$200 Amazon gift cards as prizes
   2. More info available at <https://www.explorica.com/blog/announcing-2018-photo-contest>
10. **CAS opportunities**

Juniors – please see me

1. **Housekeeping** 
   1. Medical authorization forms
   2. Pass out goody bags
   3. Get into chaperone groups
   4. Set up airport carpooling

**Notes:**

**\*Links and documents are available on Sra. Burak’s website at** [**http://senoraburak.weebly.com/ecuador-2018.html**](http://senoraburak.weebly.com/ecuador-2018.html)