

# Travel Itinerary Form

<u>All Students</u> — Even if you will not need NIAHD Shuttle transportation, please complete and return this form to the NIAHD office to help us plan for move-in and move-out day.

- This Travel Itinerary Form, the Shuttle Request Form, and the NIAHD shuttle fee must be received by the NIAHD office at least **2 weeks** prior to your move-in day.
- Lunch is not included in the student meal plan on move-in and move-out day; parents / guardians must ensure their student has funds to purchase a lunch on these days.

Student Name	
Traveling to Virginia	
*Move-In on <u>Sunday</u> is 12:00 PM - 4:00 PM EST*  • June 16 - Session 1	*
• July 7 - Session 2	
Arriving by personal vehicle at approximate time	
or	
Airline/Rail Line	Flight #/Train #
Departing From	Time
Arriving To	Time
Connecting Information	
Airline/Rail Line	Flight #/Train
Departing From	Time
Arriving To	Time

# **Traveling Home**

#### \*Move-Out on Saturday is prior to 10:00 AM EST\*

- July 6 Session 1
- July 27 Session 2

July 27 Jession 2	
Departing by personal vehicle at approximate time	<u> </u>
or	
Airline/Rail Line	Flight #/Train #
	-
Departing From	Time
Arriving To	Time

# **Connecting Information**

Airline / Rail Line	Flight #/Train #	
Departing From	Time	
Arriving To	Time	

If you do not need NIAHD Shuttle Transportation, you may stop here and return your Travel Itinerary Form to the NIAHD Office.

Please email your completed forms to  $\underline{\text{precol@wm.edu}}$  or mail to one of the addresses below:

U.S. Postal Service	Independent Parcel Carrier (FedEx, DHL, etc.)
NIAHD	NIAHD
William & Mary	William & Mary
P.O. Box 8795	James Blair, Room 327
Williamsburg, VA 23187	250 James Blair Dr.
	Williamsburg, VA 23185

DO NOT send NIAHD Registration Forms to any other W&M Offices.



# Shuttle Request Form for U.S. Students

NIAHD shuttle transportation between campus and local travel hubs is available for a separate fee for Domestic Students. The shuttle fee for International Students is included in the International Student Administrative Fee.

If you will need the NIAHD Shuttle, please return this form, the Travel Itinerary Form, and your shuttle fee payment to the NIAHD office at least **2 weeks** prior to your move-in day.

NIAHD shuttles are driven by NIAHD's Resident Program Assistants and operate in a narrow time window. Check shuttle operation times before booking your flight; students who arrive early or depart late may have to wait at the airport.

## Locations Serviced by NIAHD Shuttles

Location	Distance to Campus	NIAHD RPAs
Richmond International Airport (RIC)	46.7 mi / 75.2 km	will meet students
Newport News/Williamsburg Airport (PHF)	19.6 mi / 31.5 km	in the Baggage
Williamsburg Transportation Center (WBG)	0.8 mi / 1.3 km	Claim area.

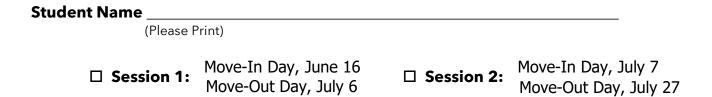
#### Shuttle Schedule

Location	Move-In Day	Move-Out Day
Richmond International Airport (RIC)	11:00 am - 3:00 pm	9:00 am-11:00 am
Newport News/Williamsburg Airport (PHF)	11:00 am - 3:30 pm	9:00 am-11:30 am
Williamsburg Transportation Center (WBG)	11:00 am - 3:30 pm	8:00 am-10:00 am

### Shuttle Fees

Location	One-Way	Round-Trip
Richmond International Airport (RIC)	\$20.00	\$40.00
Newport News/Williamsburg Airport (PHF)	\$12.00	\$24.00
Williamsburg Transportation Center (WBG)	\$0.00	\$0.00

### Shuttle Request Form for U.S. Students



## Enclosed is a Check or Money Order for

#### **Richmond International Airport (RIC)**

\$20.00 for	\$20.00 for	\$40.00 for both
Sunday	Saturday	Sunday Arrival &
Arrival only	Departure only	Saturday Departure

#### **Newport News/Williamsburg International Airport (PHF)**

\$12.00 for	\$12.00 for	\$24.00 for both
Sunday	Saturday	Sunday Arrival &
Arrival only	Departure only	Saturday Departure

#### **Williamsburg Transportation Center (WBG)**

☐ No Charge for WBG on Sunday Arrival and/or Saturday Departure

## Shuttle Fee Payment

The NIAHD Shuttle Fee payment is separate from your deposit and tuition payment. Please make checks or money orders for the Shuttle Fee payable to "W&M Pre-College Program," and send to:

U.S. Postal Service	Independent Parcel Carrier (FedEx, DHL, etc.)
NIAHD	NIAHD
William & Mary	William & Mary
P.O. Box 8795	James Blair, Room 327
Williamsburg, VA 23187	250 James Blair Dr.
	Williamsburg, VA 23185

DO NOT send NIAHD Registration Forms or NIAHD Shuttle Fee payments to any other W&M Offices.

Please email your completed Registration Forms to <u>precol@wm.edu</u>, or mail your packet to one of the addresses above.