**S.E.R.V.E. Trip Leader Application 2015-2016**

***Students Engaged in Rewarding Volunteer Experiences***

GENERAL INFORMATION

First Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Preferred Name if Different \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saint Leo Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_@email.saintleo.edu\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Class Status (Circle One) Freshman Sophomore Junior Senior Graduate

Major \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Gender \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred T-Shirt Size \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Preferred Sweatshirt Size \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prior SERVE Experience (trip location(s) and year(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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PROPOSED TRIP INFORMATION

What is the location of the proposed trip?

If planning to go out of the country, do you have a passport that will be current one year from the return date of your trip?

If planning to go out of the country, have you verified there are no recent or active travel safety warnings or alerts for your proposed service site country at <http://travel.state.gov/content/passports/english/alertswarnings.html>?

If planning to go out of the country, do you speak the country’s language or have some background in it?

In what type of service work with the volunteers engage? Describe briefly below ***and attach day-by- day itinerary with budget plan.***

Do you have a co-leader or faculty/staff in mind for this trip? If so, please list who.

What contacts do you have for the planning and/or execution of this trip?

Describe your time commitments (extracurricular commitments, jobs, etc.) that may impact the time you have to dedicate to planning and leading a SERVE Trip:

If you do not have prior SERVE Experience, please list prior experience in leading and/or participating in multi-day overnight service trips. All leaders MUST have experience with SERVE or similar programs prior to leading/co-leading a trip.

APPLICANT STATEMENT OF UNDERSTANDING

I understand trip locations and prices are subject to change. I understand that once I commit to leading a trip that I will be responsible for completing a financial contract which will hold me accountable for the costs of the trip. I also understand my responsibility for the planning and execution of the trip and communication of extenuating circumstances in a timely fashion to the SERVE Program Director.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_