



BEREAVEMENT TRAVEL REQUEST

Policy:

- In accordance with Article 32 of the Ministry's Rules & Regulations, active scholarship students and their dependents are entitled to economy class roundtrip airfare to/from Libya in the event that a spouse, one of their parents, or one of their children passes away, provided that the travel from and return to the country of study is within one month from the date of death.
- Travel is funded for the most economical route only.
- The scholarship will not cover any costs related to:
 - An overnight layover and/or any hotel stays.
 - Travel fees related to transit visas and passports.
 - Travel expenses related to COVID-19 testing and/or quarantine requirements.
 - Charges for changes in travel plans. In the event of a visa delay or change in plans, students are fully responsible for the airline change fees (which can average \$300 per ticket), as well as the difference in airfare, for all changes made to the originally scheduled travel date.

PRIMARY SCHOLARSHIP STUDENT

CBIE STUDENT NUMBER _____
STUDENT NAME _____
LIBYAN NATIONAL ID # _____
NAME OF DISEASED _____ DATE OF DEATH _____
RELATION OF DISEASED _____ Spouse _____ Parent _____ Child

CONTACT/PERSONAL INFORMATION IN CANADA/US *(required to book travel)*

STUDENT ADDRESS _____
CITY, PROVINCE/STATE, POSTAL/ZIP CODE _____
TELEPHONE _____
EMAIL ADDRESS _____

CONTACT/PERSONAL INFORMATION IN LIBYA

STUDENT ADDRESS _____
PHONE & EMAIL _____
EMERGENCY CONTACT IN LIBYA (name) _____
EMERGENCY CONTACT IN LIBYA (phone number) _____

ITINERARY REQUEST *(required to book travel)*

DEPARTURE CITY _____

DEPARTURE DATE _____

DESTINATION CITY _____

REQUESTED RETURN DATE _____

DETAILS FOR THOSE WHO WILL BE TRAVELING *(required to book travel)*

Name	Date of Birth (mm/dd/yyyy)	Relationship	Passport Expiration Date (mm/dd/yyyy)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

REQUIREMENTS

1. Approval from your University supervisor stating that your travel won't impact your academic progress during your study period.
2. Copy of death certificate (once you are back to Canada/US).
3. Copy of boarding passes or passport copy with entry stamps upon return to Canada/US.

I acknowledge and understand the travel policies and requirements as stated on Page 1 and Page 2.

Signature of Student

Date of Submission

PLEASE RETURN THE COMPLETED FORM, ALONG WITH COPIES OF THE REQUIRED DOCUMENTS TO:

- If in Canada, to travel.ca@cbie.ca.
- If in the United States, travel.us@cbie.ca.

Form Updated: May 14, 2021