



HALO Registry: Group Travel Request Form

Please complete the following form with details for your group trip. These details will automatically populate in the HALO Registry for students participating in a group activity. The HALO Registry is mandatory for all Humber students, and must be completed by each student participating in an approved Humber activity outside of Ontario.

Staff/faculty are required to complete the following form at least 45 days prior to the date of departure and send to halo@humber.ca along with a list of the students participating on the trip.

A. Activity Details

Activity Name: _____

Departure Date (DD/MM/YY): _____ Return Date (DD/MM/YY): _____

Contact Name of Faculty/Staff: _____

Contact Phone Number: _____

Contact Email Address: _____

B. External Partner

Name of External Partner (School, Employer, Organization, etc): _____

External Partner Address: _____

External Partner City: _____ External Partner Province/State: _____

External Partner Zip/Postal Code: _____ Country: _____

External Partner Contact First Name: _____

External Partner Contact Last Name: _____

External Partner Contact Phone Number: _____

External Partner Contact Email: _____

C. Accommodation Information

Name of Accommodation: _____

Accommodation Address: _____

Accommodation City: _____ Accommodation Province: _____

Accommodation Zip/Postal Code: _____ Accommodation Country: _____

Contact First Name: _____ Contact Last Name: _____

Contact Phone Number : _____ Contact Email: _____