



IBT TRAVEL LTD LIST OF TRAVELLERS VISA SCHEME

The British Council will issue the List of Travellers form in the UK, for school trips to countries in the European Union (EU) for pupils on the trip who are of a non-EU nationality. The List of Travellers form allows the pupils to go on the trip without getting a visa. You may also hear it referred to as a 'Visa Waiver Form'. If the pupils on a trip are all from the UK or EU countries, then the form isn't needed.

Applications must be made at least two weeks before the date of departure. You can apply for the form online at <http://listoftravellers.britishcouncil.org>. The system will not allow you to complete an application if you are within two weeks before the date of departure. If this is the case, then please **contact us** directly.

According to the Decision of the European Council of 30.11.1994, based on Article K.3.2.b of the European Union Treaty: A Member State shall not require a visa for a school pupil who is not a national of a Member State but who is legally resident in another Member State and who seeks to enter its territory either for a short stay or transit, if the following conditions are fulfilled:

- Be a pupil at a general education school or Sixth Form College. Please note, Further Education (FE) colleges are not eligible to use the form
- Be on an organised school trip with their own school
- Be accompanied by a teacher from their school
- Have their own valid passport (in their own name). A pupil cannot travel on their parent's passport unless they are accompanied by their parent, who would be required a visa from the relevant embassy
- Be legally resident in the UK. There should be evidence in their passport of leave to remain in the UK (for example, their UK visa or residence permit, or a stamp from the home office or immigration official).

British Authority to be contacted directly by the school:

British Council Information Centre

Bridgewater House

58 Whitworth Street

Manchester M1 6BB

Tel. +44 (0) 161 957 7755

www.schools-teachers-account.britishcouncil.org/partner-school/list-travellers-visa-scheme