

## **Fort Custer Combined Training Commercial Air Travel Guidance**

### **Flying to the Training:**

Transportation for cadets arriving via commercial air is the responsibility of the parent. Due to COVID-19 we will be closely monitoring air travel alerts; however, at this time, we suggest that you only purchase refundable airfare should you need to cancel your flight in the future. Cadets planning to arrive by air MUST email the Transportation Form (located on the details section of Magellan and the training website) to LCDR Stoyanovich (COTC) [lstoyanovich@seacadets.org](mailto:lstoyanovich@seacadets.org) by 1 May, the earlier the better.

Cadets are not considered confirmed air travelers with transportation to training from the airport, until the following steps have been completed:

1. Complete the Transportation Form and forward to the COTC. I will inform our Transportation Officer, ENS Tripp of the cadet's intent to fly and that they have been Approved (training fee & NSCTNG001 completed and uploaded in Magellan) for a training and I will forward the transportation form to her.
2. When requested, send or forward the Airline travel itinerary to ENS Tripp at [charlotte.tripp@mail.com](mailto:charlotte.tripp@mail.com).
3. The Cadet has received a phone call from ENS Charlotte Tripp. Please ensure that the cell phone the cadet will be traveling with is in their possession and can receive calls by 1 July 2020.
4. The Cadet's parent/guardian has spoken with ENS Tripp. Please do not call until ENS Tripp has spoken to your cadet and asked for a parent/guardian to call her.

The above four (4) steps MUST be completed for cadets to be confirmed for air travel, and transportation to and from the airport. We are providing a charter bus to take cadets and adult volunteers to the base. There are only fifty-five seats available and they will go to the first fifty-five confirmed cadets and adult volunteers.

Each year we have cadets & parents who never communicate with us their intent to fly and need ground transportation. Or wait until the day before to communicate. We are not mind readers. If a cadet shows up at the airport without our prior knowledge it will be your responsibility to provide your own transportation to the base. The distance from the airport to Fort Custer is 111.9 miles making it a large UBER, Lyft, or taxi charge. Please do not do this to your child. Plan, prepare, and communicate.

**If there are questions regarding flights or air transportation, please call, text, or email ENS Tripp BEFORE making flight reservations.** (248) 910-1539 [charlotte.tripp@mail.com](mailto:charlotte.tripp@mail.com).

- Must fly into DETROIT METROPOLITAN AIRPORT (Romulus, MI). This is the only airport that we provide transportation to and from. Flight should arrive after 0900 (9:00 am) and before 1300 (1:00 pm) on Friday, 17 July 2020.
- Departure for all cadets is after 1430 (2:30 pm) on Saturday, 25 July 2020. (Best if the flight leaves at 1500 or later).
- We suggest that you only purchase refundable airfare should you need to cancel your flight in the future.
- Delays and cancellations happen when flying. Try to avoid layovers if possible. It is recommended that you avoid using third party booking agents (Flights.com, Travelocity, etc.). It is difficult to get refunds or change bookings easily when you use these sites, and the airline has no responsibility to the passenger in terms of missed connections or canceled flights. Book from the airline.

## **Unaccompanied Minor Program**

**IF YOU ARE PLANNING TO FLY YOUR CADET AS AN UNACCOMPANIED MINOR, YOU MUST CONTACT ENS TRIPP PRIOR TO ANY BOOKING OF AIRLINE TICKETS. (248) 910-1539**

It can create difficult logistical situations when a cadet flies as an unaccompanied minor. Some airlines may require it due to age, ENS Tripp will discuss your cadet's situation with you prior to booking.

What is the "Unaccompanied Minor Program"? Each Airline has their own definition and cost. I have listed a few below but you should always refer to the airline's website for details.

American Airlines: "For safety, we require children age 5 – 14 traveling alone to use our unaccompanied minor service. For children age 15 – 17, this service is optional. We charge a \$150 unaccompanied service fee (plus tax, where applicable) each way, in addition to the ticket price. This fee covers additional siblings on the same flight". <https://www.aa.com/i18n/travel-info/special-assistance/unaccompanied-minors.jsp>

Delta: "we require children age 8-14 traveling alone to use our unaccompanied minor program. The fee is \$150 each way. For children age 15-17 have the option of flying using the unaccompanied minor program or fly as a standard passenger provided, they have a valid ID". <https://www.delta.com/us/en/children-infant-travel/unaccompanied-minor-program>

Southwest Airlines: "Children ages five through 11 traveling without an accompanying Passenger age 12 or older must travel as Unaccompanied Minors (UMs) on Southwest Airlines. Unaccompanied Minors are not monitored continuously throughout the travel. Only children with sufficient maturity to travel with limited adult supervision may travel as an Unaccompanied Minor on Southwest Airlines. Southwest Airlines will charge \$50 each way (\$100 roundtrip) in addition to the air fare per child for Unaccompanied Minors to travel". [https://www.southwest.com/html/generated/help/faqs/unaccompanied\\_minors\\_terms\\_and\\_conditions\\_faqs.html](https://www.southwest.com/html/generated/help/faqs/unaccompanied_minors_terms_and_conditions_faqs.html)

United Airlines: "Children ages 5-14 (as of the travel date) who travel without a parent, a legal guardian or someone who is at least 18 years old are considered unaccompanied minors and are required to use our unaccompanied minor service. Unaccompanied minor service is not available for children ages 15 and older. Young adults ages 15 to 17 may travel alone on any United- or United Express-operated flight. A service charge of \$150 for each direction of travel will apply for using the unaccompanied minor service". <https://www.united.com/web/en-US/content/travel/specialneeds/minors/>

### **Travel Guidance:**

- Upon flight arrival cadet(s) will text or call ENS Tripp. Instructions on how and where to proceed will be given and will depend upon where she is located at the airport at that time. There are two terminals at DTW. Delta flights use the McNamara Terminal and all other airlines use the North Terminal. She may be traveling between terminals.
- When sending the Transportation form and flight itinerary forms, label the subject area in the following manner, last name of cadet, first initial and name of form, i.e.: Johnson, E transportation or Smith, L Itinerary. IF siblings are traveling that have the same first initial please use the full first name. For example: Miller, Jason Transportation and Miller, Jessica Transportation.
- When forwarding the Flight Itinerary to ENS Tripp be sure it includes the airline, all flight numbers, airports, and the times and dates for layovers.
- Once approved for training by the COTC, save ENS Tripp's phone number in your phone and your cadet's phone. If she needs to reach you for any reason it will then show up as contact. Most people will not answer a number they do not recognize and will ignore it. Phone calls are made starting after 1 July 2020. Please understand that sometimes only a few calls can be completed a day depending upon whether ENS Tripp needs to wait for call backs or whether calls are

completed on the first try. Be patient, ENS Tripp does work and can't make call during her work hours. Everyone will receive a call prior to travel day.

- ENS Charlotte Tripp will follow all flights and make appropriate and necessary arrangements in the event of missed flights or delays.
- Cadets will travel in civilian clothes while traveling on a commercial air carrier.
- Cadets will carry their Sea Cadet ID card, Service Record, cell phone, ensure it is fully charged, and cell phone charger with them during travel.
- Cadets will call home after they have been met by the Transportation Officer.
- Cadets will be driven to the base by our chartered bus. It is a 2-hour drive from the airport to base.
- Cadets should plan to bring at least \$20 for meals while traveling to training. In addition, please include travel money for the return trip in a sealed envelope in the cadet's service jacket. No more than \$50 for the return trip.
- If your flight arrives early in the morning you will have to wait until all the cadets have arrived to board the bus for the trip to the base. You may bring a book, electronic device, or snacks for this wait period. All electronic devices and food will be turned in during check in at FCCT.
- Some airlines do not charge a baggage fee for a sea bag if traveling with orders. Ask your airline. Cadets must bring their own bed sheets; however, this training will provide a blanket for use during the training if needed. Let the COTC know beforehand (by 1 July) and one will be reserved. Boots are a heavy item; we suggest wearing them on the plane and pack your running shoes instead. In addition to the sea bag you may carry on a backpack. No suitcases.

**SAFE TRAVEL IS PART OF GOOD TRAINING**