

**International and Multicultural Student Services (IMSSO)  
Request for Assistance with Transportation to the LR Airport**

**Please provide accurate information!**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Tech Email Address: \_\_\_\_\_ Student ID Number (T#): \_\_\_\_\_

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

Residence Hall: \_\_\_\_\_ **OR** Off-Campus Address: \_\_\_\_\_

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Do you need a ride from Arkansas Tech University to the LR Airport? Please circle one: **YES** or **NO**

**If YES, please complete the following departure information:**

Departure Date: \_\_\_\_\_ (Month / Date / Year)

Airline Name: \_\_\_\_\_

Flight Number: \_\_\_\_\_

Departure Time: \_\_\_\_\_ Please circle one: **a.m.** or **p.m.**

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Do you need a ride from the LR Airport to Arkansas Tech University? Please circle one: **YES** or **NO**

**If YES, please complete the following arrival information:**

Arrival Date: \_\_\_\_\_ (Month / Date / Year)

Airline Name: \_\_\_\_\_

Flight Number: \_\_\_\_\_

Arrival Time: \_\_\_\_\_ Please circle one: **a.m.** or **p.m.**

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**Please note:** Arranging airport transportation is a service provided by the IMSSO. This is not a free service. Timmons Transport will provide the shuttle service this summer. The cost is \$25 per passenger. Please have \$25 cash available at the time of pickup. Pickup details will be sent to you no later than May 5, 2010. **This form is due no later than Friday, April 30, 2010.**

**Incomplete forms will not be accepted.** If any of your information changes, please let Sabrina Anwar know immediately.

If you are late, the shuttle will not wait. You will need to find your own transportation.

*By signing this form, I certify that I understand the shuttle policies and procedures regarding payment and pickup. I understand that this is a service provided by the IMSSO and that I am not required to use this service for airport transportation. However, if I choose to use this service, I must follow the policies stated above and cooperate with the IMSSO staff.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**YOU MUST ATTACH A COPY OF YOUR FLIGHT ITINERARY FROM THE AIRLINE TO THIS DOCUMENT.**