

Baguio English Schools Association PICK-UP GUIDE



PRE-DEPARTURE CHECKLIST

PICK-UP SCHEDULES 2017-2018

2017 PICK-UP SCHEDULE					
APR	1-2, 15-16, 29-30	JUL	8-9, 22-23	OCT	1, 14-15, 28-29
MAY	13-14, 27-28	AUG	5-6, 19-20	NOV	11-12, 25-26
JUN	10-11, 24-25	SEP	2-3, 16-17, 30	DEC	9-10, 23-24
2018 PICK-UP SCHEDULE					
JAN	6-7, 20-21	MAY	12-13, 26-27	SEP	1-2, 15-16, 29-30
FEB	3-4, 17-18	JUN	9-10, 23-24	OCT	13-14, 27-28
MAR	3-4, 17-18, 31	JUL	7-8, 21-22	NOV	10-11, 24-25
APR	1, 14-15, 28-29	AUG	4-5, 18-19	DEC	8-9, 22-23

PICK-UP TIME SCHEDULES

SATURDAY	SUNDAY
-	03:00 ~ 06:00 (NAIA Terminal 3 ONLY)
16:00 ~ 19:00 (NAIA Terminal 1~3)	16:00 ~ 19:00 (NAIA Terminal 1~3)
22:00 ~ 01:00 (NAIA Terminal 1~3)	22:00 ~ 01:00 (NAIA Terminal 1~3)

CHECKLIST

THINGS TO PREPARE

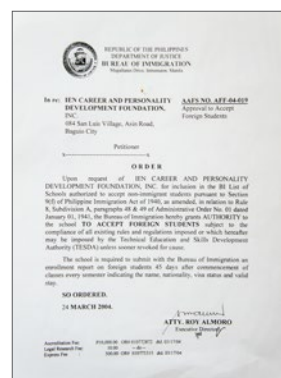
- Passport with at least 6 months validity
- 2 pcs of 5x5 cm (2"x2") ID picture for Special Study Permit (SSP) application
- Cash Card(s) valid abroad
- Letter of Admittance (or any equivalent document issued by your academy)
- Authorization Certificate issued by the Bureau of Immigration to your academy

WHAT TO PACK

- Electronic Dictionary, MP3 Player, Laptop, 110V adapter, Medicine(s),
- Some warm clothing to wear
- * Many students think that Philippines is a tropical country so they bring t-shirts or short clothes but Baguio's weather is at 20 degrees Celsius on average.

WHAT NOT TO BRING

- Groceries (foods like: noodles, candies; toiletries like tissue papers), School supplies,
- Electronic appliances, Too many books
- * These things could be purchased in the Philippines



ARRIVAL IN THE PHILIPPINES

INSIDE THE AIRPORT

Follow these procedures once inside the airport:

1. Fill out the Disembarkation Form they give you on the plane or from the ground staff as soon as you disembark the plane.
2. Proceed to the immigration counter for passport inspection and validation. (Line up to the "visitor" window at immigration)
3. Present your passport, return ticket, the Letter of Admittance (LOA) issued by your academy, the Authorization Certificate of your academy, and the Disembarkation Form to the Immigration officer and prepare to answer some questions.

**Don't be nervous or don't worry if they ask you some questions. That is normal to foreigners going in another country.

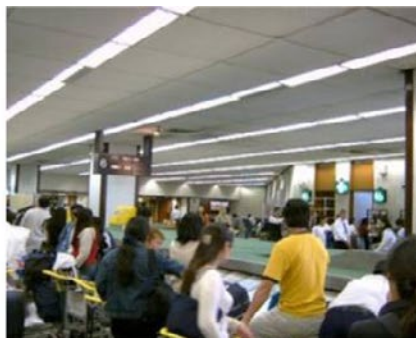
Frequently asked questions are as follows:

What is your purpose here in the Philippines? Answer: **Study English for ___ months.**

Where are you going? Answer: **I will go to Baguio City.**

Remember: If the immigration officer asks for proof that you are going to study English in the Philippines, do not hesitate to show your LOA and the Authorization Certificate from your academy. Present it together with your return ticket.

4. After the immigration check, proceed to the baggage claim area. There are baggage carts available free of charge. Each conveyer belt has a flight information board over it.
5. After claiming your baggage, give your Baggage Declaration Form to the customs examiner. Be sure your bags are ready for inspection.
6. Before finally leaving the customs area, a customs officer stationed at the exit gate will collect your Baggage Declaration Form and/or gate pass.
7. Next, you will enter the arrival lobby. Some guards will probably collect your baggage tags here. In case you would like to change your dollars to peso, there is a money changer at the lobby.



TYPES OF VISA

Nationalities with 30 Visa-Free Days

South Korea	Japan
Thailand	Saudi Arabia
Vietnam	Mongolia
Colombia	Spain

Take a look at the sample of an arrival stamp without a visa (right). You must check the day of arrival and count 30 days. That would be the expiration of your stay.

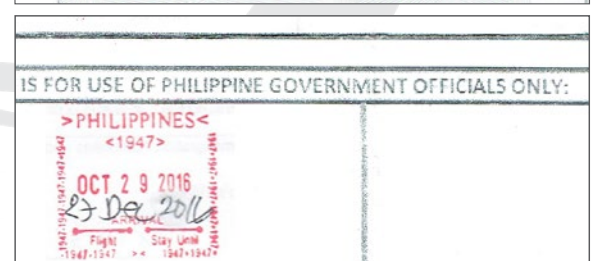
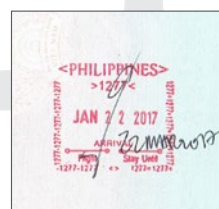
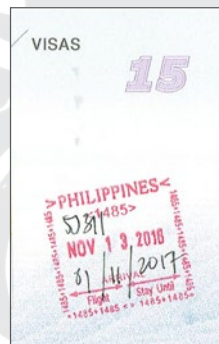


Example:

If you arrived on October 16, 2016, add 30 days. On November 15, 2016, your stay in the Philippines will end. This should be reflected in your arrival stamp.

Pre-arranged Visas

Even if you have visa-free days but are planning to stay in the Philippines for more than a month, you also have the option to apply for a 59-day visa in your country. Only students from **CHINA** and **TAIWAN** are **required** to secure a visa **before coming to the Philippines**. They can either acquire a 30-day or 59-day visa.



The pictures above are examples of 59-day visas acquired in different countries. If you arrived on November 13, 2016, add 59 days to know the expiration of your visa. For this case, your valid stay in the Philippines is until January 11, 2017. **It is important to check the expiration of the visa you have applied as it will affect the validity of your duration.**



AIRPORT MEET AND GREET SERVICE

BESA will have a small team waiting at a designated area in the airport (a diagram is provided for you to check on where to meet them). They have a list of students who are arriving and they usually hold a banner with the BESA logo. If you see one of them, just approach them and check if your name is in the pick-up list.

IMPORTANT NOTE: Show your passport to any BESA pick-up personnel so they can check your arrival stamp to avoid any problems later on.

Please be patient to wait for other arriving students as we cannot avoid problems with regards to delay of flights, immigration check and baggage claiming.

If you cannot locate the pick-up group or if you encountered any problem with your passport or baggage, please be in touch with the contact numbers on the next pages.



How to call

If you have Philippine Peso, you can buy a sim card and a call card at the information center or at the nearest store inside the airport. Just follow the steps in using the call card.

If you do not have any money to buy a sim or a call card, there are available money exchangers in the airport. If you need any assistance, approach any of the airport security roaming around. Remember to be polite in asking.



HOW TO MEET WITH THE PICK-UP TEAM

TERMINAL 1

PRIMARY PICK-UP PERSONNEL: 0995-531-6367

ALTERNATIVE CONTACT NUMBER: 0995-531-6375

In case you were not able to meet the person in-charge for pick-up because the terminal is sometimes congested, just stay in front of **DUTY FREE** and wait.



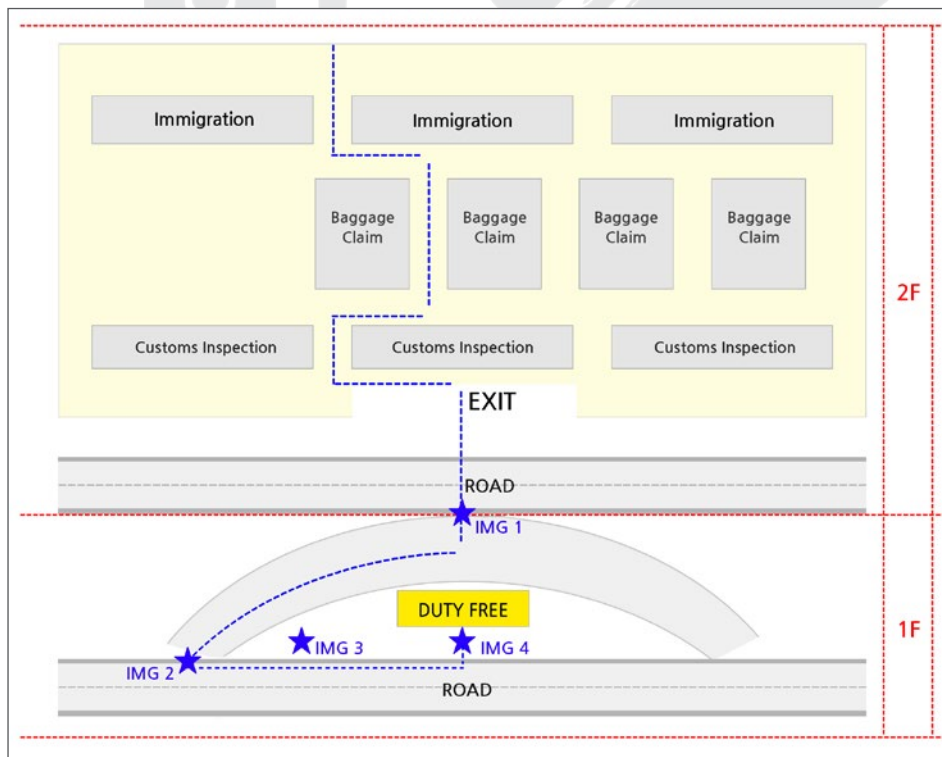
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IMG2



IMG3



IMG4



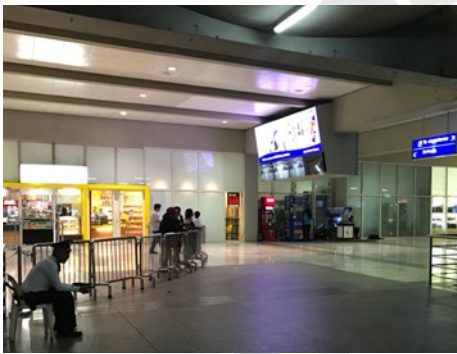
HOW TO MEET WITH THE PICK-UP TEAM

TERMINAL 2

PRIMARY PICK-UP PERSONNEL: 0995-531-6386

ALTERNATIVE CONTACT NUMBER: 0995-531-6375

The meeting place in this terminal is at **JOLLIBEE**, which is very near the exit for arriving passengers.



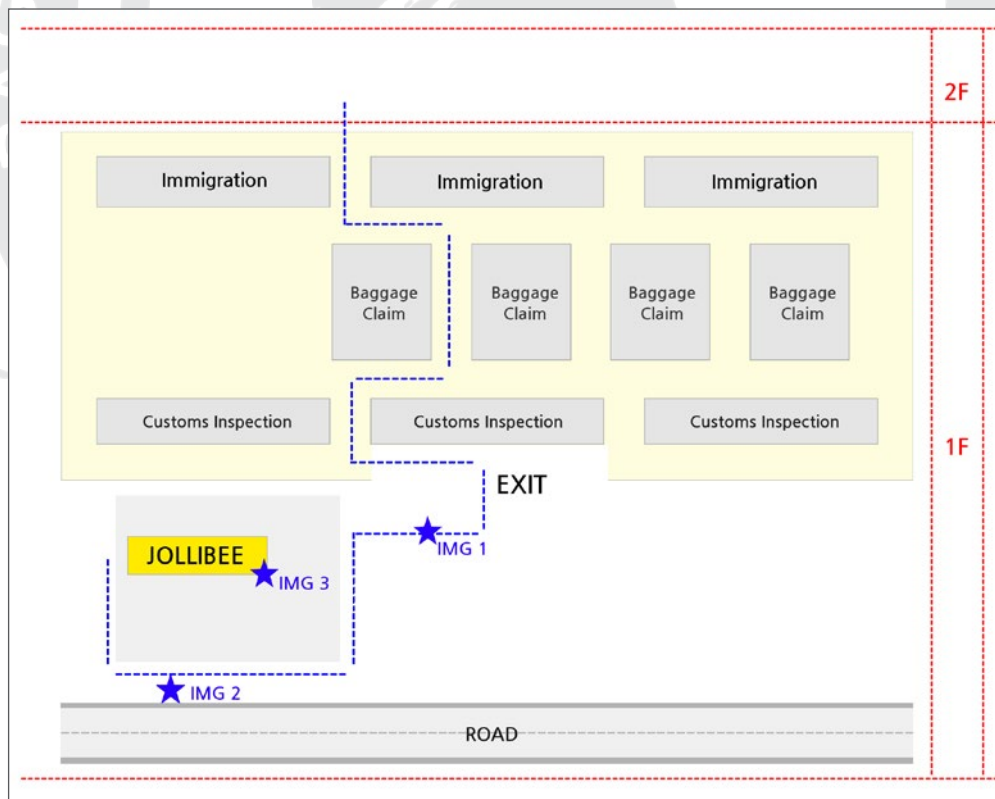
IMG1



IMG2



IMG3



HOW TO MEET WITH THE PICK-UP TEAM

TERMINAL 3

PRIMARY PICK-UP PERSONNEL: 0995-531-6354

ALTERNATIVE CONTACT NUMBER: 0995-531-6375

The meeting place in this terminal is at **BURGER KING**.



IMG 1



IMG 2



IMG 3

