



TRAVEL ARRANGEMENT FORM

We look forward to welcoming you to Princeton Theological Seminary **August 19, 2024**. We understand that your travel arrangement requires detailed planning and developing. It will be our privilege to have one of our Public Safety employees to greet you at the airport (**we strongly recommend flying into Newark/Liberty International Airport**).

Please complete this form by August 1, 2024 and return it to us by scanning the form and send it via e-mail to Martha.Redondo@ptsem.edu.

Name: _____

Email: _____

Telephone Number: _____

WhatsApp Number: _____

Date of Arrival (A.M/P.M.): _____

Airport Arrival: _____

Airline: _____

Terminal: _____

Flight Number: _____

Number of Luggage: _____

Traveling alone or any dependents: _____

If traveling with dependents, how many people: _____

Will you need transportation to PTS from the airport? Yes/No

IF YES:

A Public Safety employee will greet you at the airport and will be holding a "Princeton Theological Seminary" sign. They will be located in the area after you check in with immigration. Please identify yourself accordingly and the Public Safety employee will assist you with your luggage.

If you do not see a Public Safety employee, or if there are any unexpected changes with the arrival of your flight, please contact us at the earliest convenience via e-mail to: Martha.Redondo@ptsem.edu.

IF NO:

If you plan to arrive on campus with a friend or family member, or yourself, please make every effort to arrive on campus between the hours of 9:00 a.m. and 4:00 p.m. and proceed to the Office of Global Services, Templeton Hall, Suite 201 (second floor) to pick up your keys and additional information. Your luggage may remain in the vehicle until you are escorted to your accommodations. For directions and a map of the campus, visit <https://www.ptsem.edu/about/location>.

Global Services

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Enrollment and Program Services

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