

AIRPORT SHUTTLE REQUEST FORM

IMPORTANT – PLEASE READ CAREFULLY

Please fax or e-mail this form to the Academy two weeks prior to your arrival in Los Angeles. If you will be living in USC Language Academy Housing, please fill out the Required Arrival Form provided to you.

Fax to: (213) 740-0088

E-mail to: langacad.housing@usc.edu

1. Flight Arrival Information (to LAX)

First Name _____ Last Name _____

Email Address _____

Arrival Date _____ Arrival Time _____ Airline _____ Flight Number _____

Comments or special instructions: _____

The shuttle service can only drop you off at the USC Language Academy, or one of two local USC hotels: Vagabond Inn and the Radisson USC Hotel. If you require to be dropped off somewhere else, you will need to make your own transportation arrangements.

Please remember that the USC Language Academy is open
Monday through Friday from 8:30 AM – 4:30 PM.

2. Service Request Check 1 box below:

- I will need shuttle service from Los Angeles International Airport (LAX) to the Academy.

If you are requesting shuttle service, we must receive this form two weeks prior to your arrival in order to arrange your airport shuttle service. After receiving this form, the Language Academy office will send you airport shuttle service instructions via email with detailed procedures and a confirmation number one week before your departure. We cannot guarantee shuttle service for students who do not send the Airport Shuttle Request Form two weeks prior to arrival in Los Angeles.

- I will need shuttle service from Los Angeles International Airport (LAX) to the Vagabond Inn.

- I will need shuttle service from Los Angeles International Airport (LAX) to the Radisson USC Hotel.