



Making Your Travel Arrangements

Malawi Program

☐ **Verify that you have a current passport.**

Ensure that your passport is current and *will not expire within six months of when you intend to depart from Malawi*. If you do not have a current passport, apply for one as soon as possible. For information about obtaining a passport, please see our **Travel Considerations** guide.

☐ **Know your destination.**

Plan to arrive in and depart from the **Lilongwe International Airport** (also called **Kamuzu International Airport**) in **Lilongwe, Malawi**.

☐ **Follow Village Volunteers' arrival/departure guidelines.**

1. Try to arrive/depart between the hours of 9:00 am and 1:00 pm. For volunteers with flights that do not fall within this window, we may need to arrange an overnight stay in Lilongwe.
2. H.E.L.P. is closed for volunteer stays during the last two weeks of December.
3. Most Christian holidays are observed in Malawi so avoid arriving/departing on holidays.

☐ **Obtain multiple airfare quotes**

Kayak: <http://www.kayak.com/>

CheapFlights: <http://www.cheapflights.com/>

Student Universe: <http://www.studentuniverse.com/travel/villagevolunteers>

Student Universe (SU) is an airfare website that provides flight discounts and rewards for students, faculty and youth ages 16-25. If you fall into any of these categories, we recommend searching for flights through Student Universe to find discounts. The nice thing about using SU, is that 20% of the service charge you pay for your flight goes back to Village Volunteers and into our tree-planting & carbon credit projects.

☐ **Notify Village Volunteers.**

After making your flight arrangements, please forward your flight itinerary to Kara Dunn, our Volunteer Program Manager, at kara@villagevolunteers.org.

☐ **Apply for a visa.**

As soon as you make your flight arrangements, apply for a visa. For information about obtaining a visa, please see our **Travel Considerations** guide.