

**Southern California Foothills Consortium
Salamanca Program
Spring Semester 2012**

Application Procedure

1. Complete the AIFS application form, securing the signature of your college's study abroad program coordinator and thus signifying your eligibility to apply.
2. Attach deposit of \$350 (plus \$50 non-refundable tour deposit, if applicable).
3. Attach a photocopy of the information page of your passport (the page with your picture). If you do not yet have a passport, please apply for one immediately, and mail a copy once you have received it.
4. Mail or give the completed application form, four 2" X 2" head shot photographs, and deposit to: Antelope Valley College, Patricia Harris, (661) 722-6688; Barstow Community College, Ramon Vasconcellos, (760) 252-2411, ext. 7329; Citrus College, Lynn Jamison, (626) 914-8560; College of the Desert, Annie Frisoli, (760) 568-7512; Crafton Hills College, Lynn Jamison, (626) 914-8560; MiraCosta College, Mia Scavone, (760) 757-2121, ext. 6896; Mt. San Antonio College, Lynn Jamison, (626) 914-8560; Mt. San Jacinto College, Lynn Jamison, (626) 914-8560; Palomar College, Yasue O'Neill, (760) 744-1150, ext. 2167; Rio Hondo College, Melissa Rifino Juarez, (562) 463-6657; San Bernardino Valley College, Jose Recinos, (909) 384-8597; San Diego City College, Marion Froehlich, (619) 388-3652. If you do not attend any of these colleges, please submit your application to Citrus College, Lynn Jamison, (626) 914-8560.
5. The balance of fees should be sent before the dates indicated directly to: American Institute For Foreign Study, Partnership Programs, College Division, River Plaza, 9 West Broad Street, Stamford, CT 06902-3788. Telephone: (800) 727-AIFS.

The AIFS program fee of \$6,175 includes the following:

- ⇒ overnight stay in Madrid on arrival and departure including accommodation in a three-star hotel (double/triple occupancy) with breakfast;
- ⇒ half-day guided sightseeing tour of Madrid including entrances to the Prado Museum and the Palacio Real;
- ⇒ group transfer by private bus from Madrid to Salamanca;
- ⇒ accommodation in Salamanca in student apartments (included) or homestays (for a supplemental fee). Two students will share a twin room. Student apartments are fully furnished and include cooking facilities, free wireless Internet access, washing machine and television; homestay students receive breakfast daily and lunch (the main meal in Spain) Monday-Friday, and weekly laundry service. Internet access may not be available in homestays;
- ⇒ orientation program in Salamanca consisting of an orientation meeting with AIFS staff, half-day guided walking tour of Salamanca and welcome reception;
- ⇒ weekly social and cultural program (including trips to museums, historical/cultural sites, cinema, and sporting events);
- ⇒ Spanish Culture and Civilization Course (art, history, literature, culture) to include the following full-day guided excursions for all students: Segovia and La Granja de San Ildefonso, and El Escorial and Ávila;
- ⇒ on-site AIFS Student Services Office and support of AIFS Student Services Staff;
- ⇒ free e-mail/Internet access at the don Quijote school;
- ⇒ farewell dinner in Salamanca;
- ⇒ group transfer at end of program from Salamanca to Madrid;
- ⇒ medical insurance and program fee refund insurance policies;
- ⇒ \$50 non-refundable application fee.

Program fee does not include the following:

- ⇒ optional Transportation Package consisting of round-trip airfare between Los Angeles and Madrid and round-trip transfers overseas between the airport and hotel in Madrid on the specified program dates for \$615;
- ⇒ mandatory additional U.S. government and airline-imposed departure taxes, fees and fuel surcharges of \$520 (subject to change);
- ⇒ optional three-day/two-night excursion to Lisbon, Portugal for \$495;
- ⇒ \$250 refundable damage deposit;
- ⇒ optional housing in a twin-bedded room in a homestay for an additional \$800, with an optional single room upgrade available for an additional \$445 (\$1,245 total);
- ⇒ optional single room supplement in apartments for \$525;
- ⇒ enrollment fees to your college;
- ⇒ textbooks;
- ⇒ meals not listed above;
- ⇒ passport and visa fees if applicable;
- ⇒ personal expenses;
- ⇒ optional personal effects coverage and medical insurance upgrade;
- ⇒ anything not listed above.

Please retain this page for your records.

PAYMENT SCHEDULE FOR AIFS FEES

Spring Semester	Fee	Deadline	Optional	Fee	Deadline
Enrollment deposit	\$350.00	November 23, 2011	Airfare	\$615.00	December 28, 2011
Balance of fees	\$5,825.00	December 28, 2011	Taxes/Fees (subject to change)	\$520.00	December 28, 2011
Sub-total	\$6,175.00		Lisbon excursion deposit	\$50.00	November 23, 2011
Damage Deposit (Mandatory/ Refundable)	\$250.00	December 28, 2011	Balance of Lisbon excursion	\$445.00	December 28, 2011
Total	\$6,425.00		Homestay	\$800.00	December 28, 2011
			Single room in homestay	\$445.00	December 28, 2011
			Single room in apartment	\$525.00	December 28, 2011
			Personal Effects Coverage	\$90.00	December 28, 2011
			Medical Insurance Upgrade	\$65.00	December 28, 2011

Checks should be made payable to "AIFS." You may also use American Express, MasterCard or Visa. See application form. All students must submit the \$350 deposit with the completed application. Financial Aid students are responsible for paying, by December 28, 2011, the airfare (\$615), taxes (\$520—subject to change), \$250 refundable damage deposit, a \$600 program reservation deposit (toward your balance due), tour deposit if applicable, and any remaining balance that will not be covered by aid. Please indicate on Part C of this application if you plan to use financial aid to cover part of your program fees.

Please note: A \$35 returned check fee will be charged on all checks returned by the bank for insufficient funds.

AIFS TRANSPORTATION PACKAGE

Participants have the option of purchasing a round-trip ticket for the flight arranged through AIFS. Participants choosing this option should note the following restrictions: Tickets purchased from AIFS are exclusively on scheduled airlines (not charters). They are not endorsable to another carrier. Flights are not necessarily direct or non-stop, and frequent flyer miles are not applicable. The AIFS Transportation Package includes round-trip ground transportation from the airport in Madrid to the Madrid hotel on the regularly scheduled program dates. AIFS will book flights on the dates indicated on this application only.

Participants wishing to purchase the Transportation Package must notify AIFS in writing by Wednesday, November 23, 2011. Participants wishing to cancel from the flight must notify AIFS in writing by Wednesday, December 28, 2011. Cancellation penalties will apply. Tickets are non-refundable after this date. Participants who plan to purchase their own airline ticket will be responsible for providing their own round-trip transportation between the airport in Madrid and the Madrid hotel on both arrival and departure.

Students may choose between two return flight dates. Changes made to this date after you've applied will incur a \$50 charge per change. All changes must be received in writing by AIFS. Students returning on the alternate return date of Saturday, May 12, are responsible for their own accommodations after Friday, April 27, and for their own airport transfers.

AIFS Airfare Regulations: Return must be to original U.S. departure point. Tickets are subject to airline availability. No refunds are available for any unused portion of ticket. Tickets cannot be rerouted, and stopovers are not permitted. Once in Spain participants may be able to change their return date, but only if that date is available and in the same class of service in which the ticket was booked. Only the ticketing agent can provide this information. Participants are subject to agency and airline-imposed change fees and space availability. Group round-trip ground transportation to and from the airport in Madrid is on the regularly scheduled program dates only.

AIFS cannot guarantee that all passengers will be booked on the same flight.

PROGRAM DATES

Spring Semester, 2012

Thursday, February 16, 2012	AIFS flight departs U.S. for Madrid
Friday, February 17, 2012	Arrive in Madrid. Overnight in Madrid
Saturday, February 18, 2012	Madrid tour. Transfer to Salamanca
Monday, February 20, 2012	First day of classes (Monday – Thursday schedule)
Friday, March 2, 2012 to	Optional excursion to Lisbon, Portugal
Sunday, March 4, 2012	
Friday, March 16, 2012 to	Holiday break
Monday, March 19, 2012	
Thursday, April 5, 2012 to	Holiday break
Sunday, April 8, 2012	
Thursday, April 26, 2012	Final night in Salamanca
Friday, April 27, 2012	Transfer to Madrid for overnight stay
Saturday, April 28, 2012	End of program. AIFS flight departs for the U.S.
Saturday, May 12, 2012	Alternate return date (Students choosing this date are responsible for their own accommodations after April 27 and for their own airport transfers).

Agreement and Release Form

I, the undersigned, an Applicant for an overseas study program of the American Institute For Foreign Study, Inc. (the "Institute"), acknowledge that I have read and accept the terms and conditions set forth in the AIFS application/brochure, which are incorporated in this agreement. I acknowledge that I am responsible for reading all information provided in the AIFS pre-departure materials, whether sent by mail or posted online, and abiding by all policies contained therein. This agreement is a legally binding contract. I acknowledge and accept the terms of the refund policy as outlined below:

If a participant withdraws in writing

On or before December 2, 2011

After December 2, 2011, but on or before December 28, 2011

After December 28, 2011

She/he receives

All fees paid less \$150 plus any non-refundable deposits paid either by the student or by AIFS on the student's behalf.

All fees paid less \$350 plus any non-refundable deposits paid either by the student or by AIFS on the student's behalf.

No refund, and student is responsible for entire program fee.

All requests for refund must be made in writing, signed, and addressed or faxed to: **Registrar, AIFS, Partnership Programs, College Division, River Plaza, 9 West Broad Street, Stamford, CT 06902; fax number (203) 399-5597. Unsigned withdrawal statements will not be processed.**

I unconditionally release the Institute from any claims for damage, injury, loss, or expense of any nature resulting from events beyond its control, including without limitation: Acts of God, war, strikes, crime, terrorism, sickness or quarantine, government restrictions or regulations. This release also applies to any losses arising from the use of any vehicle or from the selection of, or from any act or omission by any host family, bus or car rental agency, steamship, airline, railroad, taxi or tour service/organizer, hotel service, hotel, restaurant, school, university/college, or other firm, agency, company or individual, unless the loss is caused by the gross negligence of the Institute.

I understand that I am responsible for exercising caution and common sense at all times to avoid injuries, and that the Institute cannot provide supervision or support during periods of independent travel.

I agree that if I become ill or incapacitated, the Institute or its emergency assistance company may take such actions as it considers necessary under the circumstances, including securing medical treatment for me and transporting me to the United States. I release the Institute from any liability relating to this medical care. I also authorize the Institute to take whatever action it deems to be necessary and in my best interest (including transporting me out of the host country or back to the United States, at my own expense) in the event of political unrest or any other unforeseen event or condition. If the Institute incurs on my behalf any costs not covered by its general liability insurance, I agree to make immediate repayment upon my return.*

I will comply with the Institute's rules, standards and instructions, and understand that failure to do so may result in being sent home at my expense, with no refund. I understand that my participation may be terminated if I am expelled from school or otherwise disciplined by school or civil authorities, or if the Institute, in its sole discretion, determines that my conduct is incompatible with the interests, harmony, comfort or welfare of the other students. I agree to indemnify the Institute if I do anything that causes the Institute to sustain financial loss or liability.

I understand that the Institute provides insurance coverage for my benefit while in the program, including limited health, accident, accidental death, personal effects and program fee refund insurance. I acknowledge that it is my responsibility to understand the limitations of this coverage and agree that the Institute is not responsible for any uninsured losses.

I understand that the Institute reserves the right to make changes, cancellations or substitutions in cases of changed conditions or emergency, or based upon the interest of the group. I understand if I am terminated from the program, there will be no refund of AIFS fees.

I understand that obtaining a passport and any other required travel documents is my sole responsibility, and I agree to hold the Institute harmless in the event that I am unable to obtain the necessary documents for participation in the program and to indemnify the Institute for any costs to it that result from my failure to obtain the required documentation.

I understand that if I am not a U.S. citizen, a visa may be required for entry to the countries I plan to visit (or travel through) while a participant on this program. I further understand that it is my sole responsibility to determine my visa requirements and obtain the appropriate visa(s), and I agree to hold the Institute harmless in the event that I am unable to obtain the necessary documents and visas for participation in the program and to indemnify the Institute for any costs to it that result from my failure to obtain the required documentation.

I understand that from time to time the Institute's publicity material may include statements by its participants and/or their photographs, and I consent to such use of my comments and photographic likeness.

This agreement will be effective when my application is accepted by the Institute and shall be governed by the laws of the State of Connecticut. This agreement cannot be modified except in writing by the Institute.

References in this agreement to "the Institute" shall include the American Institute For Foreign Study, Inc., and all of its agents, employees, affiliated companies, campus directors, chaperones, group leaders, teachers, host school and school officials.

If I am using financial aid to pay for all or part of my AIFS program fees, and if that aid is canceled or reduced by my institution or lending agency after I have embarked on the AIFS program, I am immediately responsible for full payment of all fees. Failure to make payment will result in my administrative withdrawal from the program.

Signature of Applicant

Date

Printed Name

*A special substitute paragraph is available to members of the Christian Science faith.

PART E – HEALTH AND HOUSING INFORMATION

Please complete the following questionnaire carefully. Your housing assignment will be made based on the information that you provide. All requests are taken into consideration.

Name _____ School _____ Term _____

Please select your accommodation preference:

Shared Apartment Single room in apartment (\$525) Shared Homestay (\$800) Single room in homestay (additional \$445)

Father's name _____ Occupation _____

Mother's name _____ Occupation _____

Ages of brothers and sisters _____

Major _____ Year _____

Jobs done in the past _____

Do you smoke? Yes No Do you object to a roommate who smokes? Yes No

What time do you get up in the morning? _____ What time do you normally go to bed? _____

Do you consider yourself a quiet person? Yes No

Would members of the host family who smoke elsewhere in the house/apartment bother you? Yes No

Roommate preference (if known) (1) _____ (2) _____

Do you mind living in a household with children? Yes No

Would you object to being placed with a single-person host? Yes No

Do you have any allergies to household pets? Yes No

Are you receiving any special medical treatment? Yes No If yes, specify: _____

Do you have any physical condition that prevents you from climbing stairs? If yes, specify: _____

What type of music do you prefer? _____ Do you normally listen to music in your room? Yes No

Are there any hobbies or interests you would like to pursue while in Salamanca? _____

If there are any more details about yourself which you think would help with roommate selection and assist your host in getting to know you better, please state below:

PART F – OPTIONAL DATA

Studying in another country requires considerable adaptability. This is part of both the challenge and the reward. Your willingness to answer these questions will assist the AIFS staff in providing you with an accommodation that is most likely to meet your needs.

Do you have any special dietary needs?* If yes, please describe _____

Do you consider yourself a conservative or liberal person? Conservative Moderate Liberal

Do you have any allergies or chronic ailments? Yes No If yes, please describe _____

Are you presently under treatment for any mental or emotional matters? Yes No If yes, please describe _____

Are you presently taking any prescription medication on a regular basis? Yes No If yes, please list and state purpose _____

Studying abroad requires a great deal of physical mobility. Do you feel you are able to perform the essential functions of studying abroad with or without any special requirements?* If you do have special requirements, describe the requirement you would need and how this would enable you to participate.

**AIFS cannot guarantee to accommodate special requirements and requests.*