



**Elgin Community College/ICISP
Cuernavaca, Mexico
Summer Study Abroad Program
June 25 – July 24, 2010**

Program Summary

On behalf of the Illinois Consortium for International Studies and Programs (ICISP), Elgin Community College is proud to announce the information on this year's summer study abroad program in Cuernavaca, Mexico. The program will run from June 25 – July 24, 2010, with a two-week non-credit program option for those unable to attend for the full four-week program.

Cuernavaca, affectionately known as 'the city of eternal spring,' is the capital of the State of Morelos and is a city rich in culture and history. The local culture allows program participants to experience authentic Mexican cuisine and lifestyles. The purpose of the program is to provide total immersion in the Spanish language and in the culture of Mexico. Held in cooperation with Universal Centro de Lengua y Comunicacion Social (hereafter referred to as Universal), structured instruction comes alive because the whole community serves as a giant classroom and language laboratory. Students take advantage of the opportunities to practice and improve their knowledge of the language by interacting with Mexican people in a variety of meaningful and realistic contexts.

Students in this program will enroll as students at ECC and complete coursework related to Spanish language, culture and history. The cornerstone of the program is the immersion of participants into the local community, including home stays with Mexican families and excursions, which provide students with an introduction to the history, culture, and people of Mexico. Courses provide field study for students and a forum for inquiry into the country they reside in for the academic term. Course options are similar to those students take at their home college. Attention has been paid to identifying courses that will help students fulfill general education requirements for their degree programs. Participating in a program abroad need not delay a student's graduation date.

A faculty member from ECC will be on-site in Cuernavaca to serve as a faculty liaison to students, the Universal faculty and administration, ECC, and ICISP. While this individual will be a support for students and other individuals, s/he will also provide service to Universal as a visiting professor or in another mutually agreed upon capacity.



Students will earn 3-7 credits through ECC. A non-credit course is available to participants who do not wish to earn credit coursework or who participate in the two-week program option. The cost for students to participate in the program is \$1,796. Program costs include accommodation for the four weeks of the program in a Mexican home stay, meals (breakfast, lunch and dinner daily), admission and entry fees to all mandatory program field trips and excursions, airport pick up and transfers (four week program participants only), on site staffing, Universal instructional fee, application fee, faculty liaison and administrative fee, orientation materials, and insurance. Program costs do not include ECC tuition and fees, passport, transatlantic transportation, travel and flight insurance and personal expenses.

The application deadline is Thursday, April 1, 2010. A non-refundable \$250 administrative fee payable to Elgin Community College is due with your application. Applications must be received at ECC by this date. However, the program will be filled on a first-come, first-serve basis to qualified applications, so prospective applicants are encouraged to apply early.

For further information or to apply, please contact:

Lauren Nehlsen
Cuernavaca Program Director
Office of International Student Services and Study Abroad
Elgin Community College
1700 Spartan Drive, SRC 165E
Elgin, IL 60120
Phone: 847.214.7809
Fax: 847.214.7484
Email: international@elgin.edu



Program Overview

Admission Requirements:

The program is open to serious students, teachers, and others who have a strong interest in immersing themselves in another culture. **Applicants must be 18 years of age or older as of the program start date.** The minimum age requirement is strictly upheld. All applicants are required to complete an application form. A personal interview with the program director may be held to determine the student's maturity and adaptability to a foreign environment. Successful completion of the application process is required for admission to the program. College students must also present evidence of "Good Standing" (minimum 2.0 GPA on a 4.0 scale). It is strongly recommended that applicants have completed at least one semester of college-level Spanish. If a student has special needs, the program will attempt to make whatever reasonable accommodations are possible. However, it may be difficult for those with severe physical disabilities to travel to and within Mexico.

Statement of Purpose Essay:

All applications should submit a 2-3 page Statement of Purpose Essay in response to the following questions:

1. Why do you want to participate in this program of study?
2. How will this program relate to your personal and/or academic goals?
3. What cultural experiences are you seeking during your stay abroad?
4. How do you plan to prepare for and get the most out of your study abroad experience?

Scholarships:

A limited number of scholarships are available to participants in the Cuernavaca, Mexico program. Selection is competitive. You must indicate that you want to be considered for a scholarship on your application for study abroad and also submit a scholarship essay. All scholarship essays should be 2-3 pages and address the following questions:

1. How will a scholarship benefit your participation in this program of study?
2. What contributions do you hope to make to the group studying abroad?
3. Why should you be selected to receive this scholarship?

Academic Program and Courses:

All students are required to enroll in a Spanish language class. Language classes will be held at Universal. They will meet Monday through Friday as determined by the institution. Classes will accommodate students at any level, from Beginning to Advanced. All classes consist of the following components: Grammar, Conversation, Reading Comprehension, Composition and Lectures. Prior to the beginning of classes, all students will be tested and placed at the appropriate level. Changes can be made if a student progresses at a faster rate or shows different learning needs. Advanced students may have the opportunity to enroll in short courses specially designed for them. Universal provides instruction in Spanish in a relaxed and friendly atmosphere. Instructors are all native speakers with university degrees and experience



in teaching Spanish as a second language. Classes meet Monday through Friday from 8:00 a.m. to 1:10 p.m. (five 50-minute class sessions).

Lodging and meals:

Students will live in pre-screened and selected Mexican homes where they eat three meals a day with a Mexican family. This arrangement provides the opportunity for the student to continue practicing Spanish and to share the everyday life of the Mexican host family. Families are carefully chosen; their homes are sanitary and safe. The homes are near transportation to classes. A few may be within walking distance.

Faculty and staff:

Faculty members at Universal will teach all language classes. An ECC faculty or staff member will accompany the group during the entire duration of the program. The ECC representative serves as a resource for ECC Spanish placement, cultural transition, homestay issues, interpretation and enforcement of college regulations.

Credits:

Students must register for at least 3 credit hours with Elgin Community College. Students can register for as many as 7 semester hours with faculty approval. Upon successful completion of classes, students will receive credit on their ECC transcript.

Grades:

Grades will be determined by the faculty liaison based on weekly progress reports by teaching staff at Universal, in combination with syllabus requirements and other individual arrangements made between participant and director at time of registration.

Activities, field trips, and excursions:

Mandatory activities are included in the price of the program. Information will be provided on a variety of optional excursions that are not included in the price of the program.

Insurance:

All participants are required to obtain an ISIC Premium International Student Identity Card. Basic insurance is provided and occasionally bearers are entitled to discounts. An application form is provided in this application packet. ECC will process your ISIC ID application.

All participants are required to have medical insurance (beyond that provided by the Student I.D. card) and show proof of such insurance. It is recommended that students carry their personal medical insurance card and a blank claim form with them. Students are encouraged to talk with their insurance carrier so they can fully understand their policy coverage outside the U.S.

Students are required to purchase flight and travel insurance when they purchase their flight transportation from the travel agent. Participants must show proof of flight and travel insurance prior to departure. Insurance can also be purchased to provide protection against



lost or damaged baggage. Students must obtain their own insurance; ECC does not provide insurance.

Late applicants-late payments:

We welcome qualified students if space is available. Participants who fall behind in their payment schedule will be assessed \$15.00 per payment. Students enrolling late must send the application fee and the total fee due up to that point with their application. Some costs, and especially the airfare, are not guaranteed. Therefore, participants are encouraged to make reservations and pay for their plane tickets as soon as possible once accepted into the program. Flight insurance can also be purchased if desired.

Changes in price:

The program fees are based on air and land rates in effect at the time of the writing of this document and are subject to change, without notice, due to unforeseen costs, devaluation of currencies or other reasons not under the control of Elgin Community College.

Cancellation and Refunds Policy:

If a participant withdraws, refunds will be made to commensurate with expenses incurred. Due to special contracts and conditions, refunds may not be possible for unused accommodations, meals, land transportation, or other activities, once the trip has begun. Substitutions are not allowed.

Please refer to the refund table published in the ECC Summer Schedule for information on tuition refunds should it be necessary for you to drop a class. The start date of the class is the day the group departs for Mexico.

Transportation:

Air transportation is provided by approved airlines. Air transportation is not included in the program costs and must be purchased separately by the student. The participant must make arrangements for travel to and from the home airport. Information regarding air travel will be provided at orientation.

Change in departure or return dates:

Any change from the established departure or return dates may be subject to surcharges by the airline. Participants need to discuss this possibility with our travel agent at the time of application.

Passports and Visas:

You are required to travel with a **passport and another form of picture identification (driver's license or state ID card)**. U.S. citizens do not need a visa to travel to Mexico. Only participants who are not U.S. citizens may need one. You should inform ECC if you are not a U.S. citizen and if required, you must obtain a visa for your travel. Failure to obtain the required documents for international travel will result in you being unable to attend the trip.



About Cuernavaca and Mexico:

Mexico does not require any immunizations, although a Hepatitis A vaccine is recommended by the Center for Disease Control (CDC) in some circumstances. Visit the CDC web site at <http://www.cdc.gov/travel/camerica.htm> for health information for travelers to Mexico and Central America. You are encouraged to make sure you have an up-to-date tetanus inoculation, and to check with your family doctor for additional suggestions regarding your personal health. During Orientation, information about health facilities and services in Cuernavaca will be distributed.

Although Cuernavaca is a relatively safe city, we remind you to use common sense and take the same precautions you would in any large city in the U.S. Don't walk alone late at night on dark streets, and carry your wallet in such a way as to avoid pick pocketing. Theft is the most common crime in Cuernavaca. More details regarding safety and emergency procedures will be covered in Orientation.

During the month of July, you can expect comfortable, moderate temperatures (65-85 degrees Fahrenheit) and light to moderate rainfall on some days.

Clothing:

It is difficult to provide a complete list of precisely what to pack. You do not need as much clothing as you might think. Be sure you have comfortable walking shoes.

The family provides linens and a towel. More "what to bring" details will be provided during Orientation.

Money matters:

We recommend at least \$100 a week for spending money such as incidentals, museum visits, theaters, concerts, and at least optional trips. Take about \$25.00 in one-dollar bills. Take the rest of your money in traveler's checks, not cash. Take a VISA® or MasterCard® for credit but do not take extra credit cards you will not need.

Mail and Fax:

It takes longer for mail from the US to reach Cuernavaca. It is very important to remember this. You may receive faxes at *Universal* at a nominal fee. Their number is (011) (52) (73) 18-29-10

Phone calls:

International phone calls are expensive. Too many phone calls to or from home can hinder your making a successful adjustment and diminish your total immersion in Spanish. They can interrupt your life in Cuernavaca and make you homesick and unhappy. For these reasons, we advise family and friends not to call unless there is an emergency. In addition, members of the host family may not speak or understand English, causing considerable frustration. In the event of an emergency, the Institute and/or the ECC Program Director will contact families. The Institute phone numbers will be provided to families prior to departure. Phone cards can be purchased in Mexico.



E-Mail:

You may send e-mail from *Universal* or from an Internet Café in downtown Cuernavaca. While e-mail is a great communication tool, over-reliance on e-mail can diminish your total immersion in Spanish.

Visits:

Relatives and friends are strongly discouraged from visiting during the program. The interruption breaks the continuity of the adjusting experience for the student.

Rules of Behavior: These rules have not been drawn up to restrict freedom, but to ensure that the program is successful. The participants are subject at all times to the guidance and authority of the Directors who have the right to enforce appropriate standards of conduct. **The ECC Program Director reserves the right to cancel any participant at any time for reasons that appear to be valid in his/her sole judgment.** The Director shall have the right to withdraw a student from the program without refund if his/her conduct causes serious inconvenience for the rest of the group or for any actions or conduct which they consider to be incompatible with the interest, harmony, comfort and welfare of others or the reputation of the program. The use of drugs and/or the excessive use of alcoholic beverages are not allowed and are grounds for termination of participation in the program. Each student will be required to indicate his/her compliance with these rules by signing a separate Student Conduct Agreement. The judgment of the Director will be final in all matters of discipline. Students may not withdraw from classes without the approval of the Director. The terms of the General Agreement are incorporated herein by this reference. In the event of any conflict between the information contained in this introduction and the General Agreement, the terms of the General Agreement shall control.



Cuernavaca, Mexico Program Costs

ECC reserves the right to modify program costs due to significant changes in the exchange rate between the US Dollar and Mexican Peso.

TOTAL PROGRAM COST

BILLED BY ECC (due in Student Accounts by June 1, 2010) \$1796.00

Program cost includes:

- Instructional Costs at Universal
- Course-related Excursions
- Lodging and Meals (3 meals daily)
- Faculty Liaison
- Administrative Program Fee
- Orientation Materials
- Mandatory Insurance
- International Student Identity Card
- Airport Transfers (four week program participants only)

Not included in
Program cost:

ECC Tuition and Fees	_____*
Passport	\$100
Air Transportation	\$550 **
Personal Expenses	\$400-\$700***
Flight and Travel Insurance	
Airport Transfers (two week participants only)	

*Tuition and fees vary will vary depending upon course selection.

**Cost estimated

***Personal expenses vary greatly and depend upon the student's personal needs and travel not included in the program.



Student Application Checklist

The following items constitute a complete application:

- Completed application form, including completed preliminary course selections.
- Statement of Purpose (one-page, typed essay outlining the reasons you wish to study abroad. Please include your name, student ID number or social security number on essay).
- Scholarship Application Essay (if applicable)
- \$250 non-refundable administrative fee (fee will be applied to total cost of trip)
- 2 faculty recommendation forms. These forms may be mailed directly to the address below by the faculty member, if desired. Forms may also be completed by a professional acquaintance.
- Official college transcript verifying students GPA of 2.0 or higher
- Physician's Statement and Medical Agreement and Release
- Signed General Agreement
- Signed Student Conduct Agreement
- Home Stay Registration Form
- ISIC application form and 2 passport-style photos signed on the back
- Copy of Passport Pages
- Proof of Medical Insurance (beyond that provided by ISIC)

Please mail all items above to:

International Student Services at Elgin Community College
1700 Spartan Drive, SRC 165E
Elgin, IL 60120



Study Abroad Application for Cuernavaca, Mexico

Name: _____

Mailing Address: _____

E-mail address: _____

Home phone: _____ Cell phone: _____

Date of Birth: ____/____/____ Sex: _____ College presently attending: _____

Social Security Number: _____ ECC Student ID: _____

Cumulative GPA: _____ Number of Credit Hours completed (end of current semester): _____

Passport #: _____ Expiration Date _____
(To be filled in before departure)

Citizenship: US _____ Other _____ (specify country)

Are you applying for financial aid? _____ Are you applying for the Cuernavaca scholarship? _____
(be sure to submit a scholarship essay)

I am applying to participate for: 2 weeks 4 weeks (circle one)

List others to be notified in case of an emergency (if parents cannot be reached):

	NAME	ADDRESS	TELEPHONE	RELATIONSHIP
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____



Preliminary Course Selection: Please reference the summer schedule of classes for a listing of courses being offered this summer in Cuernavaca. You may wish to meet with Counselor Manuel Salgado before choosing your courses; Mr. Salgado can be reached by calling the Counseling Department at 847.214.7390. If you are unsure of which courses you should take, leave this section blank.

Name of Course(s)

1. _____

2. _____

3. _____

Alternate course(s)

I attest that the information in this application packet is true to the best of my knowledge. I understand that falsification of documents and/or violation of any signed agreements will forfeit my participation in this program.

Signature of Applicant

Date

Signature of Guardian (if applicant under age 18)

Date

Signature of Campus Study Abroad Representative

Date



Faculty Recommendation Form

_____ has applied for admission to the Study Abroad Program in Cuernavaca, Mexico for the summer semester, 20____.

Please indicate below your evaluation of this student:

	Excellent	Good	Poor	Unable to Judge
Probable academic success	5	3	1	0
Dependability	5	3	1	0
Maturity	5	3	1	0
Ability to get along with others	5	3	1	0
Adaptability to a new environment	5	3	1	0
Independence	5	3	1	0
Trustworthiness	5	3	1	0
Open-mindedness	5	3	1	0
Social contact	5	3	1	0
Sense of humor	5	3	1	0
Good ambassador from your college/United States	5	3	1	0
May we contact you if additional Information is needed?		Yes	No	

Please comment on the back of this form on the student's ability to do academic work abroad and to adjust to living in a foreign environment.

Signature of Faculty Member

Email

Date

Please return this form to Lauren Nehlsen in International Student Services, SRC 165E, as soon as possible.

Faculty Recommendation Form



_____ has applied for admission to the Study Abroad Program in Cuernavaca, Mexico for the summer semester, 20____.

Please indicate below your evaluation of this student:

	Excellent	Good	Poor	Unable to Judge
Probable academic success	5	3	1	0
Dependability	5	3	1	0
Maturity	5	3	1	0
Ability to get along with others	5	3	1	0
Adaptability to a new environment	5	3	1	0
Independence	5	3	1	0
Trustworthiness	5	3	1	0
Open-mindedness	5	3	1	0
Social contact	5	3	1	0
Sense of humor	5	3	1	0
Good ambassador from your college/United States	5	3	1	0
May we contact you if additional Information is needed?		Yes	No	

Please comment on the back of this form on the student's ability to do academic work abroad and to adjust to living in a foreign environment.

Signature of Faculty Member

Email

Date

Please return this form to Lauren Nehlsen in International Student Services, SRC 165E, as soon as possible.

Health Statement Part I: Student Portion



TO BE COMPLETED BY THE STUDENT BEFORE THE PHYSICAL EXAM.

Please indicate any current or recurring condition (physical or emotional) which would or could require medical attention while you are traveling:

Please indicate any allergies:

Please indicate any prescription medication that you must continue to take while travelling:

Signature of Student

Date



Health Statement Part II: Physician's Statement

TO BE COMPLETED BY THE PHYSICIAN:

Please read the above and (1) Verify the student's responses to Part I with reference to the student's medical history and results of your physical examination of the student. (2) Indicate any condition or predisposition, which could become a significant health problem if the student were overseas for an extended period of time. (3) Finally, give specific recommendation on whether or not the student is physically and emotionally capable of overseas study in another country.

1. _____

2. _____

3. _____

Name & Address of Physician

Signature of Physician

Date



Medical Agreement and Release

MUST BE SIGNED BY APPLICANT.

On rare occasions, an emergency will develop which requires medical care, hospitalization, or surgery for a participant. So that such treatment can be administered without delay, we ask that each applicant sign the following statement authorizing Elgin Community College representatives abroad to secure any necessary treatment.

Permission for Emergency Treatment

In the event of injury or illness of _____, I hereby authorize any representative or agent abroad of Elgin Community College, to secure any necessary treatment, including the administration of an anesthetic and surgery.

Signature of Applicant

Date

Signature of Guardian (if applicant under
age 18)

Date



General Release Agreement

I, _____, an applicant for the Elgin Community College Study Abroad Program in Cuernavaca, Mexico, agree to the following terms which are binding upon myself, Elgin Community College, and my parents or guardians if I am under eighteen years of age:

1. Elgin Community College shall not be responsible for the failure of airlines, hotels, restaurants, ground transportation, and other suppliers to provide services or accommodations exactly as set forth in the program literature, unless this is due to negligence on the part of Elgin Community College.

2. I understand that Elgin Community College, its employees and agents, the professors, directors, my local college, or the host institutions in Cuernavaca, Mexico, are not responsible to me for events beyond their control, such as, without limitations, strikes, war, terrorism, loss or theft of personal property, delays, weather, acts of God, or government restrictions and regulations. Nor are they responsible to me for acts, errors, changes, or omissions of other persons or entities, including, without limitations, airlines, sea and land transportation companies, tour companies, hotels, restaurants, and other suppliers of program services

3. I understand that the air carriers' liability for loss or damage to baggage is limited to its value but shall not exceed the amount set by the carrier. The air carriers assume no liability for fragile or perishable articles, or jewelry, cash or medications. I also understand that the air carriers' liability for death or injury is limited by their tariffs and/or by the Warsaw Convention.

4. I certify that I have indicated any known medical problems on my application to this program. I understand that if I become ill or incapacitated, the Directors reserve the right to take whatever action they/it deem(s) necessary to preserve my health and safety and that this action includes, without limitations, obtaining treatment for me and/or transporting me at my own or my parents' expense back to my home for medical reasons.

5. I understand that Elgin Community College does not undertake to provide health, accident, disability, hospitalization, personal property, flight cancellation, or other insurance to program participants. I further understand that the insurance provided under the terms of the International Student Identity Card, which is required of all participants, is very basic coverage and therefore it is my responsibility to procure adequate health/hospitalization insurance for the duration of the program and that I am responsible for the cost of such insurance and for any expenses not covered by this insurance. I further understand I will be asked to provide proof of additional medical



insurance in order to participate in this program. I also understand that Elgin Community College recommends the purchase of Trip Cancellation insurance.

6. I agree to authorize Elgin Community College and those acting on its behalf to copyright, publish and use audio, photographs, video and other recordings or representations of me taken while participating in this program and my evaluation of the program or parts thereof, without charge or other compensation for College promotional and educational purposes. I release and discharge the Elgin Community College Board of Trustees, its assigns and those acting on its behalf from any liability arising from such use.

7. I understand that Elgin Community College and/or the carriers reserve the right to cancel this program for lack of participants or for other reasons. In this case a full tuition refund will be given.

8. I understand that if I cancel my participation in this program, I must do so in writing to Elgin Community College, 1700 Spartan Drive, Elgin, IL 60123. If I withdraw, refunds will be made commensurate with expenses incurred. Due to special contracts and conditions, refunds may not be made for unused accommodations, meals, land transportation, hotels or other activities, once the trip has begun. Substitutions are not allowed. Trip cancellation insurance is recommended.

9. I agree that Elgin Community College and the air carriers may substitute airlines and make changes in equipment, in program costs as described in the brochure, in the departure and/or return times and/or dates, or may alter the itinerary and I agree to accept any such changes without liability or refund. No refunds will be made in the event of changes in airlines and/or itinerary occurring prior to or after departure. Elgin Community College will attempt to provide suitable alternatives.

10. I agree that Elgin Community College has the right to increase the price of the program due to unforeseen costs, devaluation of currency or other reasons not under its control. I agree to pay such increased fees and shall not be entitled to cancel my reservation and receive a refund solely on these grounds.

11. I agree that no reduction or refunds will be made for services voluntarily omitted by me and no substitutions will be allowed for services not used.

12. I agree that airfare, passport, International Student Identity Card, tuition, visa fees, telephone calls, departure taxes and other items not shown as being included are my own responsibility.

13. I understand that I cannot withdraw from any class without the consent of the program Director.



14. I certify that I have read the description of the program and I agree that all terms and conditions stated therein are fully incorporated in this agreement. I further understand that this agreement will be effective upon my acceptance by Elgin Community College as a participant in this program and that the laws of the State of Illinois shall govern this agreement.

5. 15. I hereby release, waive, discharge and covenant not to sue Elgin Community College, its trustees, officers, servants, agents and employees(hereinafter referred to as "releasees") from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or relating to any loss, damage or injury, including death, that may be sustained by me, or to any property belonging to me, while traveling to and staying at the destination described above. I voluntarily assume full responsibility for any risks of loss, property damage or personal injury, including death that may be sustained by me, or any loss or damage to property owned by me, as a result of my traveling to and staying at the destination described above. I further hereby agree to indemnify and save and hold harmless the releasees and each of them, from any loss, liability, damage or costs they may incur during my travels. It is my express intent that this Release shall bind the members of my family and spouse, if I am alive, and my heirs, assigns and personal representative, if I am deceased, and shall be deemed as a Release, Waiver, Discharge and Covenant Not to Sue the above named releasees.

Signature of Applicant

Date

Signature of Guardian (if student is under age 18)

Date



Student Conduct Agreement

Participation in the Elgin Community College Study Abroad to Cuernavaca, Mexico program is conditional upon the understanding and following of specific behaviors, rules of Universal and your home institution, and accountability for one's actions while participating in the program. Therefore, Elgin Community College, its designated representatives, as well as those in charge of the program on-site, have full authority to enforce agreed-upon standards. Further, they have full authority to take necessary steps to provide for the safety and full participation of all students, while participating in on-campus activities, off-campus field trips, and other travel as decided upon by the student. This may include, but not be limited to: advising the student's home ICISP representative, advising the student's family, giving a warning of possible future dismissal from the program, and finally, sending the student home at the student's expense, with no reimbursement of payments. The student agrees to the following:

PERSONAL CONDUCT

As a guest in another country, students are responsible and must conform to all laws of that country and rules, customs, and standards of Universal. Be aware that you are also under any code of conduct determined by your home institution. Students must conduct themselves in an appropriate manner at all times. Inappropriate behavior is cause for dismissal from the program.

PROGRAM PARTICIPATION and CLASS ATTENDANCE

Students are expected to attend classes, maintain a full time course load as defined by the program, and attend all field trips. Attendance is mandatory unless specific arrangements have been made with the designated Elgin Community College representative. Unauthorized absences are grounds for disciplinary action and possible dismissal from the program.

INDEPENDENT TRAVEL

While it is assumed that students may wish to participate in additional travel unrelated to the program, students must understand that commitment to their educational program at Universal is primary and takes precedence over all other recreational travel. Students must understand and acknowledge that they accept full responsibility for personal travel. Students must inform the designated Elgin Community College representative of any overnight absences, and provide their itinerary so that in case of emergency they may be contacted.

LEGAL PROBLEMS

The student is responsible for all legal problems with any foreign nationals or government jurisdictions of Mexico or any other country. Elgin Community College cannot be held responsible for the well being, health or safety of the student when he/she is absent from the program. The student accepts liability and is financially responsible for any damage or injury he/she may cause. Elgin Community College does not guarantee assistance of any kind can be provided.

GENERAL RELEASE AND WAIVER

By signing below, the student releases Elgin Community College and Universal from any liability or damage or loss of property, injury, illness, or death during the period of the program.



DISMISSAL POLICY

Elgin Community College and its designated representatives reserve the right to dismiss any student at any time for any of the following infractions:

- ◆ violation of any rules mentioned above,
- ◆ disruptive behavior,
- ◆ excessive absences from the academic program including field trips,
- ◆ use of illegal drugs,
- ◆ excessive use of alcohol,
- ◆ any conduct that appears in the on-site representative's judgment to be disruptive to the student or incompatible with the interest or welfare of others or the reputation of the program.

Students dismissed from the program will remain responsible for all program costs incurred on their behalf, and will be sent home at their own expense. Full loss of academic credit may also result.

DISMISSAL PROCEDURE

1. The on-site Elgin Community College representative or Universal identifies violation of any program rules.
2. The on-site Elgin Community College representative discusses the violation with the student and a course of action is agreed upon and documented. A copy of this document is faxed to Elgin Community College. Elgin Community College will contact the student's ICISP representative and inform them of the violation.
3. If remediation does not occur within the agreed-upon time frame, and if the student continues to break the rules of the agreement, he or she will be contacted by the on-site Elgin Community College representative for immediate dismissal.

All students participating in this program must sign this agreement. Any student who refuses to sign will not be allowed to participate.

I, the undersigned, have thoroughly read this policy, and agree to abide by its terms and conditions.

Print Name

Signature of Applicant

Date

Signature of Guardian (if student is under age 18)

Date



Universal Homestay Registration Form

Name: _____
Last First Middle

Date of birth: _____ Sex Male Female

Permanent or Mailing Address: _____

Phone: () _____

Have you studied Spanish formally before? _____ Where and how long? _____

University/College Attend(ing/ed): _____

Probable program of study? Regular Advanced Travelers Professional

What is your main reason for wanting to learn Spanish? _____

Other related interests you might have (i.e. music, dance, politics, women's issues, history literature, health, etc)

E-mail address: _____

HOUSING INFORMATION:

I prefer to: to live with a Mexican family

I prefer to: shared room Private room/shared bath (\$180 additional)
 Private room/private bath (\$300 additional)

Do you object to cigarette smoke? YES NO

Do you have any dietary restrictions? _____

If vegetarian, do you eat milk, cheese, eggs, fish? _____

Do you have any allergies? _____

Do you object to pets? YES NO

Signature of Applicant: _____ Date: _____