

GROUP PROGRAM APPLICATION FORM

Mail To: P.O. Box 58129, Philadelphia, PA 19102-8129
 FedEx To: 1334 Walnut St, 6th Floor, Philadelphia, PA 19107
 Fax To: 215-751-1986
 Questions: 800-879-6640 or 215-751-1100



AmeriSpan Study Abroad
 The Bridge Between Cultures

Name: _____

Permanent Address: _____

City: _____ State: _____ ZIP: _____ Country: _____

Home Phone: _____ Work Phone: _____ Fax: _____

E-mail Address: _____

Birthdate: ___/___/___ Sex: Male/Female Occupation: _____ Employer/School: _____

Nationality: _____ Passport No.: _____ How you heard about us: _____

Please List the Name(s) of Any Especially Helpful AmeriSpan Staff Member(s): _____

Emergency contact (name & telephone): _____

Target Language? _____ Level: Zero/Beginner/Intermediate/Advanced - Low/Mid/High (www.amerispan.com/level)

Any knowledge of other languages? _____

State your expectations (ex. improve specific vocabulary, learn about culture, etc.): _____

Program Type: _____ Program Name: _____

Location (City & Country): _____ Weeks: _____ Start Date: _____ End Date: _____

Airport Pick-up: Yes/No Arrival Date/Time/Airline & Flight No.: (if available, we recommend waiting until confirmed): _____

Would you like a study abroad airfare specialist to send you an airfare quote? Yes/No

Lodging: Homestay/Apartment/Residence/Dorm/None Start Date: _____ End Date: _____ Room: Private/Shared

Companion?: Yes/No (name: _____) Same Lodging?: Yes/No Same Room?: Yes/No Same Bed?: Yes/No

HOMESTAY REQUESTS

Rank	Host Family Requests	Yes	No	Either
	Children			
	Smokers			

Please note that we do our best with homestay requests but we can't guarantee anything.
 Please rank your requests in the order of importance.

Special Dietary Needs:
Allergies:
Anything Else:

PROGRAM COSTS

Registration Fee (in addition to program cost) Please note \$200 due if AmeriSpan is arranging airfare.	\$100 or \$200
Program Cost	
Airfare Cost	
Late Fee if submitting after dates specified on back of form. Airfare subject to change.	
TOTAL COST	

Check/Visa/MC/AMEX/Discover N° _____ Exp. Date: _____ CCV/CCV2: _____ Amount: _____

Cardholder's Name (if different than above) _____

Billing Address (if different than above) _____

PLEASE MAKE SURE TO SIGN THE BOTTOM OF THE TERMS AND CONDITIONS

TERMS & CONDITIONS

Registration and Payment

To insure a space at any AmeriSpan program, it is important to register as far in advance from your desired start date as possible (especially for summer programs). Group Programs (without airfare): To register submit a completed application and \$100 non-refundable deposit per person. Group Programs (with airfare): To register submit a completed application and \$200 non-refundable deposit per person. The total cost for the program is due 6 weeks prior to the start date. Applications and full payments received less than six weeks prior to the start date will be subject to a \$35 late fee. Important note: if we are arranging airfare for your group, the airfare portion of payment may be due 8-10 weeks in advance, depending on when you register. Late registrants may not be able to travel with or at the same price as participants who submit deposits on time.

Refund Policies

The \$100 deposit (\$200 if arranging airfare) is non-refundable. Cost of Program: You are entitled to a full refund (excluding the deposit and airfare cost) when you cancel more than 8 weeks before your start date. If you cancel within 4 to 8 weeks before the program start date, you will receive a refund (excluding registration fee) less a 25% penalty. If you cancel less than 4 weeks before the program starts, you will be entitled to no refund. You will be entitled to no refund once the program begins. If it was due to a personal emergency and you notify AmeriSpan in writing, we will review your claim and may issue a partial refund. Airfare arranged by AmeriSpan is non-refundable.

The above refund policy is exactly the same in cases of cancellation due to war, terrorism or similar cases. Programs can get canceled and/or changed; AmeriSpan is not responsible for these changes. AmeriSpan reserves the right to substitute comparable programs or refund tuition. AmeriSpan's liability is limited to all money paid for the program.

Classes canceled in honor of local holidays will not be made up and are not subject to any refund.

Refund Policy for Alajuela, Costa Rica

The deposit is non-refundable. If you cancel for any reason more than 4 weeks before your start date, you will receive a refund (excluding registration fee and airfare cost) less a 25% penalty. If you cancel less than 4 weeks before the program starts, you will be entitled to no refund. You will be entitled to no refund once the program begins.

Transferring Program Policies

The \$100 deposit (\$200 if arranging airfare) is non transferable. You may transfer your entire program fees paid (excluding the deposit) when transferring more than 8 weeks before your start date. If you transferred within 4 to 8 weeks before the program start date, you may transfer all fees paid (excluding registration fee) less a 25% penalty. If you transferred less than 4 weeks before the program starts, you may transfer all fees paid (excluding registration fee) less a 50% penalty.

Price

If the number of group participants changes, all program and airfare prices are subject to change.

Discounts & Incentives

AmeriSpan's repeat customer discount does not apply to Group or Special programs.

Travel Assistance Program

If you register at least 4 weeks prior to your start date, AmeriSpan will enroll you in a Travel Assistance Program, which includes Emergency Medical Evacuation services, Accident & Sickness medical expenses and other services. Your enrollment is for 6 months and will begin 2-3 weeks prior to your start date. AmeriSpan has information about purchasing additional travel/health insurance. Companions of students are not eligible for this travel assistance package. Coverage is limited to that outlined in the relevant policies. In no way is AmeriSpan responsible for providing any of the services offered through the policy. Depending on your preferences, additional insurance may be desired and is your responsibility. Neither AmeriSpan, the school nor the host family are responsible for any part of any medical bills.

Deposits & On-Site Charges

While participating in this program, you may be responsible for paying additional funds related to your own actions while on-site. Some schools will collect deposits upon your arrival while others will collect only if you incur these charges. Typical extra charges can include but are not limited to: lost keys, property damage, overstaying in your lodging, hosting overnight guests in your lodging, and lost books.

Behavioral Expectations

Participants are expected to be courteous and respectful guests and to obey all local laws. Illegal drug use or abusive behavior at any age or alcoholic consumption by minors cannot be tolerated. AmeriSpan reserves the right to refuse to serve, to cancel and/or terminate participation for any person who fails to comply with the policies of the program provider (e.g. school, tour operator, program organizer), or for any other reason deemed necessary, in the sole discretion of AmeriSpan.

In the case of participants under the age of 18, use of alcoholic beverages and/or illegal drugs - at any age will not be tolerated. AmeriSpan reserves the right, without escort, and without refund, to send home any participant who does not conform to policy for alcoholic beverages and/or who uses illegal drugs. The return trip will be at the participant/family's own expense; no refund to be given.

Liability

While participating in this program, you may be exposed to certain risks. These exposures include, but are not limited to accident and/or sickness without readily available medical facilities, the forces of nature, travel in the air, travel on the ground, terrorism, and war. By signing this form you are assuming all these risks and agreeing to indemnify AmeriSpan, their officers, owners, directors, and employees harmless for any and all liability that may arise in connection with your participation. AmeriSpan cannot take responsibility for participants' behavior and potential consequences.

I have read and agree with all the Terms & Conditions on this application.

Signature*: _____ Legal Guardian: _____ Date: _____

* If under 18, legal guardian must sign this application

Signature: _____ Participant: _____ Date: _____