

PART E - HEALTH AND HOUSING INFORMATION

CHOICE OF ACCOMMODATIONS: Homestay with Spanish Family Residence Hall (limited space available from September to June)

SINGLE ROOM SUPPLEMENT (\$600 for semester programs and \$200 for summer): Yes No

ROOMMATE PREFERENCE (if known) (1) (2)

1. DO YOU HAVE ANY ALLERGIES (TO HOUSEHOLD PETS OR OTHER) OR CHRONIC AILMENTS? If yes, please describe
2. DO YOU HAVE ANY SPECIAL DIETARY NEEDS? If yes, please describe
3. DO YOU HAVE ANY PHYSICAL LIMITATIONS THAT WOULD REQUIRE SPECIAL ATTENTION OR SERVICES? Yes No
Please provide a letter from a medical professional outlining the details of your condition (see note below)
4. ARE YOU PRESENTLY UNDER TREATMENT FOR ANY MENTAL OR EMOTIONAL MATTERS? If yes, please describe
5. ARE YOU PRESENTLY TAKING ANY PRESCRIPTION MEDICATION ON A REGULAR BASIS? If yes, please list and state purpose
6. 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 yes, please describe

NOTE FOR PARTICIPANTS WITH SPECIAL NEEDS: T&E cannot guarantee that all services offered at a participant's home university can be matched abroad. While it's true that people from around the world have special needs, it is also true that each country or culture may be unique as to how they approach an individual with a disability or the specific needs they require. Generally speaking, the United States is well prepared for handling disabilities of any level. However, when traveling abroad you can expect differences and even daily limitations that you would not generally witness within the States. Efforts are made to provide special accommodations, within reason. However, differences in disability services can be significant from one country or city to another, and it is beneficial to all involved if students are fully advised of services prior to committing to a particular program. Please be aware that neither T&E nor the university will be providing any special services aside from the assurance of accessibility to courses and housing. All other services are offered as a courtesy to help make the program as comfortable as possible for participants with physical and emotional limitations. Additional services may carry a supplemental charge. Finally, if a student is found to require special attention that has not been disclosed in this application, T&E reserves the right to make appropriate changes to the program including possible restrictions which may be necessary for the general safety and well-being of the participant and T&E service providers.

SHARED HOMESTAY (if applicable)

- DO YOU SMOKE? Yes No DO YOU OBJECT TO A ROOMMATE WHO SMOKES? Yes No
WOULD MEMBERS OF THE HOST FAMILY WHO SMOKE ELSEWHERE IN THE HOUSE/APARTMENT BOTHER YOU? Yes No
WOULD YOU PREFER TO LIVE IN A HOUSEHOLD WITH CHILDREN OR WITHOUT? with without
WOULD YOU OBJECT TO BEING PLACED WITH A SINGLE-PERSON HOST? Yes No

IF THERE ARE ANY MORE DETAILS ABOUT YOURSELF WHICH YOU THINK WOULD HELP WITH HOMESTAY SELECTION AND ASSIST YOUR HOST IN GETTING TO KNOW YOU BETTER, PLEASE STATE:

Salamanca is a very popular destination for students worldwide during the summer months of June and July which gives the city a young and vibrant atmosphere. During these months, in some cases and for a limited time during the program period, it may be necessary to house more than 2-3 students in the same family homestay. Would you have any objection to sharing the same homestay with more than 4 students at any given time? Yes No

Studying in another country requires considerable adaptability — this represents both a challenge and a reward. Your willingness to answer these questions will assist the T&E staff in providing you with a housing that is most likely to meet your needs. **Please note that specific housing preferences cannot be guaranteed.**

GENERAL PROGRAM DETAILS

T&E program fees INCLUDE the following:

- Complete academic package and coursework specified for your particular program
- Transfers to and from Barajas Airport in Madrid to your program site / city
- A complete orientation program in the destination city consisting of a meeting with T&E representative in which you will be provided local area information and a walking tour of the city.
- Welcome Reception and Farewell Dinner
- Accommodations with Spanish families or residence halls
- Three meals per day, seven days per week
- Weekly laundry service
- Full-day excursions by bus with the services of an English-speaking guide to various destinations. Excursions will vary based on the length of your particular program. Generally, for short-term programs T&E includes 2 excursions and per semester T&E includes 3 excursions.
- Complete socio-cultural program including events such as cooking classes, Spanish cinema, museum visits etc. . .
- General Medical and Accident insurance while on Spanish soil.
- Access to various T&E student centers including free access to email and internet facilities.
- Mobile phones to be provided by T&E student centers which includes a local Spanish cell number and free incoming local calls.
- Official transcripts from Universities of Castilla y Leon and/or T&E Academic Institutions
- Accounting and billing services of our Philadelphia office
- Pre-departure information services and a toll free contact number in the US
- Promotional materials including our full color comprehensive "T&E Acceptance and Orientation Packet"
- Advanced planning services offered by our T&E Office in Philadelphia

T&E program fees DO NOT INCLUDE the following:

- Airfare
- \$95 application fee to be sent in with completed and signed application form
- \$200 refundable deposit to cover losses associated with student participation such as damages to or loss of property (applicable to T&E and/or associated service providers).
- Mandatory emergency medical insurance with trip cancellation and interruption benefit (see below for fees and details)

- Optional single room supplement
- Tuition fees and administrative fees for your college
- Meals not listed above
- Passport and visa fees if applicable
- Additional field trips or excursions that are not part of our general offer listed above
- Cost of calls made on T&E mobile phones once initial credit is depleted

PAYMENT SCHEDULE FOR T&E FEES

1. Enrollment: **\$95** (non-refundable) deposit to be sent with application (**see first page of this application for due dates**)
2. Confirmation: **\$295** for summer programs
\$495 for semester and year long programs
Due upon receipt of official "T&E Acceptance and Orientation Packet"
Confirmation payment will be applied towards your final program cost
3. Final program fee due dates (confirmation payment to be subtracted to obtain balance due):

PROGRAM	2012 TERM	FEES	DUE DATES
UNIVERSITY OF SALAMANCA-USAL			
Integrated	Fall	\$9,000	June 15th
	Spring	\$9,800	Oct 15th
	Year	\$16,000	June 15th
Modular	Fall	\$8,800	June 15th
	Spring	\$9,800	Oct 15th
	Year	\$16,000	June 15th
Intensive Summer	*June-August	\$3,150	April 6th
Intensive Month	*Sept-May	\$2,800	...
2-week Intensive Summer	*June-August	\$2,150	April 6th
2-week Intensive	*Sept-May	\$1,900	...

PROGRAM	2012 TERM	FEES	DUE DATES
PONTIFICAL UNIVERSITY OF SALAMANCA (UPSA)			
Integrated	Fall	\$9,000	June 15th
	Spring	\$9,800	Oct 15th
	Year	\$16,000	June 15th
Intensive Month	*Jan-Dec	\$2,900	...
2-week Intensive	*Jan-Dec	\$1,750	...
UNIVERSITY OF VALLADOLID-UVA			
Intensive Summer	*June-Sept	\$3,500	April 6th

PROGRAM	2012 TERM	FEES	DUE DATES
T&E INSTITUTES - SALAMANCA			
Intensive Month	*Jan-Dec	\$2,550	...
3-week Intensive	*Jan-Dec	\$2,000	...
2-week Intensive	*Jan-Dec	\$1,480	...
Business + Internship	*Jan-Dec	\$3,200	...
Medical Spanish	*Jan-Dec	\$2,500	...
T&E INSTITUTES - BARCELONA			
Intensive Month	*Jan-Dec	\$3,000	...

*June is the most popular month for this program. Dates for alternate months can be obtained by contacting T&E via email or by phone.

4. Refundable damage/loss deposit: **\$200** due same day as final due date for your program
This payment must be made via separate check or money order to be deposited in special escrow account.
5. Mandatory Comprehensive insurance benefit: **\$75** for 4 week summer programs
\$210 for fall semester
\$280 for spring semester
\$630 for year long
Due same day as final due date for your program

Checks should be made payable to "Travel and Education". All students must submit the \$95 deposit with the completed application. See PART C for payment options. Please be advised that a \$35 return check fee will be charged on all checks returned by the bank for insufficient funds. Should it be necessary to make additional payments via credit card, you can download our credit card authorization form from our website at www.travelandeducation.org. The completed and signed form must then be sent via postal mail to our office for added security. There will be a 3% handling fee applied towards all payments made via credit card. Students will be invoiced for balances owed via email in accordance with T&E's paperless invoicing policy. You can also contact our offices at 1-866-559-0235. If you do not have a working email address it will be your responsibility to contact T&E regarding your balance (deadlines and late fees still apply).. A copy of this payment schedule should be retained in order to be sure to make payment deadlines as they approach. Students applying for summer programs can apply as late as six weeks prior to program start date and must pay in full at least 4 weeks prior to start date in order to allow time for housing arrangements and planning of excursions. If final payment is not received within 4 weeks of program start date (for any program) T&E will assess a \$150 late fee and the participant runs the risk of losing their spot within the chosen program and consequently being withdrawn from it (normal refund policy will apply).

MANDATORY COMPREHENSIVE INSURANCE BENEFIT

All T&E participants receive a general medical and accident insurance policy while on Spanish soil as part of the program fee however T&E requires all students to purchase a comprehensive Emergency Medical Insurance Benefit package that includes Trip Cancellation and Interruption benefits provided by a major medical insurance provider here in the US. This policy includes Accident and Sickness insurance benefits, Emergency Medical Evacuation benefits, Repatriation of Remains benefits, Emergency Reunion benefits, Accidental Death and Dismemberment benefits, and 24 hour International Emergency Assistance. It also includes Trip Cancellation and Interruption benefits that will help in the instance that you are unable to take part or continue in the program and all fees have already been paid. Some exclusions apply. Please ask for company brochure for complete description of benefits offered by the 3rd party insurance provider. Once enrolled through T&E, participants will receive insurance cards and detailed information on the policy. Additional information regarding this insurance as well as important contact numbers can be found in the "Health and Safety" link of the T&E website at www.travelandeducation.org.

IMPORTANT INFORMATION ON TRANSPORTATION

A NOTE ON PROVIDED TRANSFERS

T&E uses two forms of transfer from the Barajas airport in Madrid to your final destination (Salamanca or Valladolid). After review of the itineraries provided by all of the participants in a given month, T&E coordinates either a private bus for groups of 20 or more or makes arrangements with one of the largest and most comfortable bus lines in our region. In both cases there will be a T&E representative to greet you at the arrival gate to help direct you. The Barajas airport is quite large and has 4 terminals (T1, T2, T3 and T4). Most flights coming from US will come into T1 however in some cases students may be connecting from other European cities therefore arriving at T4 or T2. Transfer buses will be stationed at T1 and for those arriving at any of the other terminals it will be necessary to take the blue and green courtesy shuttles provided by the Barajas airport to T1. This process is quite simple as the airport, although large, has very clear indications. The T&E Philadelphia office will provide you with detailed instructions about your particular situation with regards to transfers generally 2 weeks before your program start date.

A NOTE ON BOOKING FLIGHTS

We understand that you may be eager to find flights once you have enrolled in the program however we urge you to follow the guidelines provided below to ensure that you receive the full benefits of your chosen T&E program:

- Do not book flights prior to receiving official acceptance letter and official program start dates from T&E (see below)
- Avoid flights that arrive in Madrid later than 10am Madrid time (Spain is 6/9 hours ahead)
- Do not book flights that depart Madrid before 1pm Madrid time

T&E reserves the right to make changes to program start and end dates based on changes made by the Universities and partnering institutes in Spain. Transfer arrangements from Barajas airport in Madrid are made based on dates provided in Part B of this application as well as the guidelines listed above. Dates in Part B are travel dates therefore your flight's itinerary should reflect the dates provided in this application (note-most flights to Spain from the US are red-eye flights and arrive on the following day). If the dates and guidelines are not followed you will run the risk of incurring additional costs and inconveniences associated with missed transfers. Those who have chosen a homestay will also be inconveniencing the families to which they have been assigned. Please contact us if you are uncertain as to the particular travel dates associated with your program of choice.

PART G - AGREEMENT AND RELEASE FORM

I, the undersigned, and (my parents or guardian if I am a minor), an Applicant for an overseas study program of Travel & Education ("the Institute"), acknowledge that I have read and accept the terms and conditions set forth in the T&E application/brochure, which are incorporated in this agreement. This agreement is a legally binding contract.

T&E CODE OF CONDUCT

Students are expected to conduct themselves appropriately and respectfully, and will abide by the rules established by any of the following: T&E Study Abroad office, program directors, program staff, housing hosts (apartment, homestay, residence). In addition, students act as representatives of their home institutions and as such will be expected to abide by rules of conduct set forth by that institution while they are overseas as well as those rules of conduct set forth by the foreign host institution. Any student who would engage in disrespectful, hostile, dishonest, or violent behavior that threatens not just him/herself but more importantly any other person, or the program itself will immediately be subject to disciplinary action and could be expelled from the program, and thereby sent home at his/her expense with no refund at all.

Our Students are expected to take full responsibility for their own actions at all times during their stay abroad. Students are expected to abide by Spanish rules, laws and regulations since they will be legally subject to the same laws and regulations that govern the rest of Spanish citizens. There are a number of situations under which the resident director or T&E staff have the authority to immediately dismiss a student from his/her study abroad program. Some of those situations or behaviors are the following, which will end up with the student dismissal from the program: 1) Violation of the laws, rules and regulations, or customs of the host country, community, institution and program; 2) Continued bad behavior for which the student has been already advised; 3) Irresponsible behavior that could put in danger the rest of the study abroad group academically and physically; 4) Damages or endanger of the housing rules and regulations within the organization facilities as well as family houses; 5) Alcohol misuse or abuse or possession; 6) Physical assault; 7) Sexual harassment; 8) Possession or use of illegal substances; 9) Theft.

DRUG AND ALCOHOL REGULATIONS

Within Travel and Education there is a zero-tolerance policy regarding anything that has to do with the possession, use, exchange or distribution of illegal drugs by students participating in any T&E Study Abroad program. T&E wants participants to fully enjoy their experience in Spain and the vibrant night life is an important aspect of Spanish cultural life. However, we ask that students take advantage of this aspect of the cultural experience within limits. Students that are of drinking age that take part in alcohol consumption during their free time will do so at their own discretion, however, should T&E become aware of abuse of alcohol consumption the student runs the risk of expulsion from their program. All students under the age of 18 will have an imposed curfew of 12am. No alcohol consumption will be tolerated for under-aged students. Violation of local laws in regard to drugs or alcohol will result in immediate dismissal from the Travel and Education program.

HOUSING REGULATIONS

Apartment owners and host families will let the T&E students know all about housing rules and regulations upon their arrival in Spain. From that moment students have whole responsibility for their actions. If at any time during the stay a student is not comfortable with his housing option, he/she should address the situation with the T&E Resident Director. Moving into a different housing would only be allowed once during any given summer, semester or year long program only during the first 7 days into the program for whatever reason. After this time no changes will be allowed unless there are extenuating circumstances that warrant a change. Students are prohibited to change housing without notifying the program Resident Director even if the move to another homestay is permissible by the new homestay family.

If causing a severe infraction of housing regulations, T&E directors, in consultation with the rest of the staff, will determine whether or not the student has to be dismissed from the housing facility and/or face other penalty, which could go up to expulsion from the Study Abroad program.

Finally, if a student is expelled from his/her housing but permitted to remain participating in the program, the student will be responsible for finding and paying for the alternative housing on his/her own. In the case that housing could not be found, the student would be required to go back to the US and so be deprived of academic credit and any financial refund.

ACADEMICS

Travel and Education requires that students enrolled in its programs meet a certain academic standards ensuring academic progress toward a good completion of the program of study while studying abroad in Spain. Student must maintain full time status, have a satisfactory academic evolution and meet the attendance regulations set forth by the host institution (15% absenteeism/85% attendance rate required in order to receive certification/transcript). Also, T&E students must at all times maintain a minimum grade point average of 2.0. Students who do not maintain these standards will receive a warning right away. If the student continues his/her poor academic behavior after receiving the first warning the student will be put on probation and will face possible dismissal from the program. This will result in losing any possibility to receive a transcript or academic credit from the Spanish host institution. Certain actions will result in immediate expulsion from the program: Plagiarism and cheating.

INDEPENDENT TRAVEL

Prior to embarking on any independent travel (e.g., on free weekends), a student must inform the on-site director or program administrator of the travel destination(s) and the dates of independent travel.

GENERAL AGREEMENT

I will comply with the Institute's rules, standards and instruction, and understand that failure to do so may result in being sent home at my (or my parents') 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 (and my parents) agree to indemnify the Institute if I do anything that causes the Institute to sustain financial loss or liability.

I acknowledge and accept the terms of the refund policy as outlined below:

If participant withdrawals in writing...

on or before the due date

1-9 days after due date

10-20 days after due date

21 days or more days after the due date

he/she receives...

all fees paid less \$95 deposit and confirmation payment of \$295 for summer or \$495 for semester

all fees less \$95, confirmation payment of \$295 for summer or \$495 for semester and insurance fees of \$280 and/or any other fees paid by T&E on the students behalf

all fees less \$95, confirmation payment of \$295 for summer or \$495 for semester, insurance fees of \$280 and \$1000 plus any other fees incurred by T&E on the students behalf

No Refund

All requests for refund must be made in writing, signed, and addressed or faxed to: T&E, 111 S. Independence Mall East, Suite #860, Philadelphia, PA 19106; Fax number 215-238-0236. 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 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 the 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, or my parents' 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 (and my parents) agree to make the immediate repayment upon my return.

I understand that the Institute provides insurance coverage for my benefit while in the program, including limited health and accident insurance while on Spanish soil and a comprehensive US emergency medical coverage and trip cancellation and interruption policy that must be purchased separately. 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 T&E fees.

I understand that obtaining a passport and any other required documents for participation in the program and to indemnify the Institute for any costs 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 transit 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 promotional 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 Pennsylvania. This agreement cannot be modified except in writing by the Institute.

I agree that any dispute with the Institute that is not settled informally will be submitted to binding arbitration, to be conducted in substantial accordance with the rules of the American Arbitration Association. The location of the arbitration and identity of the arbitrator will be decided by mutual agreement, with the costs to be shared equally between parties, and the decision of the arbitrator shall be final. By signing this agreement, I understand that I am giving up my right to have any claim against the Institute decided in court before a judge or jury.

References in this agreement to "the Institute" shall include Travel and Education Corporation and all of its agents, employees, affiliated companies, campus directors, chaperones, group leaders, teachers, host school and school officials. All references to "parents" of the applicant shall include the legal guardian or other adult who is responsible for, and authorized by law or court order to make legal decisions and to enter into binding contracts on behalf of the applicant.

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

REQUIRED DISCIPLINARY INFORMATION

1. Have you ever been found responsible for a disciplinary violation at an educational institution you have attended at the college or university level, whether related to misconduct or behavioural misconduct, that resulted in probation, suspension, removal, dismissal or expulsion from the institution?
 Yes No
2. Have you ever been convicted of a misdemeanor, felony or other crime?
 Yes No

If you answered "yes" to either or both questions, please attach a separate sheet of paper that gives the approximate date of each incident and explains the circumstances.

By signing below I acknowledge that I have read, understood and agree to all of the information, rules and guidelines set forth in this application. I also certify that the details I provided in the Required Disciplinary Information section are true.

Signature of Applicant

Date

I certify that I am the parent or legal guardian of the Applicant, and that I have read the foregoing Agreement and Release (including such parts as may subject me to personal financial responsibility), and hereby waive any claim that I might have against the Institute or its agents (as set forth above), both in my own behalf and in my capacity as legal representative of the Applicant, any claims arising from the Applicant's participation in the program.

Signature of a Parent/Guardian if Applicant is under 18 years of age

Date

PLEASE MAKE A COPY OF THIS AGREEMENT AND RETAIN FOR YOUR RECORDS