

**Diablo Valley College  
Florence Program  
Spring Semester 2007**

**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. A deposit of \$450 (plus \$50 for each optional tour and the Sorrento language program, if applicable) is due with the application.
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, no later than Wednesday, November 1, 2006, to: Aleks Ilich, Director of International Education, Diablo Valley College, 321 Golf Club Road, Pleasant Hill, CA 94523, phone (925) 685-1230 ext. 2563 or 2735.
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 \$5,795.00 includes the following:**

- ⇒ student housing in self-catering apartments within the historic center of Florence in twin-bedded rooms with typically four students sharing a two-bedroom apartment including a set amount of utilities, change of linen, and a regular cleaning service; (Note: All students will be housed in a hotel for the first night in Florence);
- ⇒ orientation program during the first 2 days after arrival consisting of an orientation meeting with AIFS staff; student information packet with handbook, local area information, etc.; half-day guided walking tour of Florence; workshops on cultural differences, safety/security and travel; and a welcome reception;
- ⇒ a weekly program of subsidized cultural activities which may include walking tours, cooking classes, wine tasting lectures, theater visits, sporting events, day-trips to Siena and Pisa, concerts and film nights;
- ⇒ free wireless access at the Study Centre plus a card to use at a chain of Internet centers in Florence;
- ⇒ a weekly lecture program on topics related to Italian Life and Culture with qualified English-speaking guest lecturers and periodic local visits;
- ⇒ museum pass for the duration of the program giving unlimited visits to the Uffizi Gallery, Accademia, Bargello, Pitti Palace, San Marco Museum and the Medici Chapel;
- ⇒ membership with borrowing rights to the British Institute library in Florence;
- ⇒ services of the AIFS Program Coordinator and office to provide on-site student and faculty services;
- ⇒ mandatory police registration;
- ⇒ medical and program fee refund insurance policies;
- ⇒ \$50 non-refundable application fee.

**Program fees do not include the following:**

- ⇒ Optional Transportation Package including round-trip transatlantic airfare from San Francisco to Europe, and round-trip transfers between the airport and your program site on the specified program date(s) for \$795.00;
- ⇒ mandatory additional U.S. government and airline-imposed departure taxes and fees that will vary according to the program options that you select;
- ⇒ \$250 refundable damage deposit;
- ⇒ community college enrollment fees;
- ⇒ textbooks;
- ⇒ single room supplement of \$995 (single room in a shared apartment);
- ⇒ optional meal voucher plan consisting of 30 vouchers for \$415.00 for lunches or dinners in local trattoria;
- ⇒ optional five-day, four-night orientation tour of Europe for \$895.00;
- ⇒ optional mid-semester tour of Sicily at a cost of \$885.00;
- ⇒ optional two-week post program Italian language course in Sorrento for \$1,275.00;
- ⇒ passport and visa fees if applicable;
- ⇒ field trips or excursions required by your instructors;
- ⇒ local or independent travel while in Florence;
- ⇒ personal expenses such as laundry;
- ⇒ optional personal effects coverage and medical insurance upgrade.

## PAYMENT SCHEDULE FOR AIFS FEES

Spring Semester	Fee	Due Date	Optional	Fee	Due Date
Enrollment deposit	\$450	November 1, 2006	European tour deposit	\$50	November 1, 2006
Balance of fees	<u>\$5,345</u>	December 8, 2006	Mid-Semester tour deposit	\$50	November 1, 2006
Sub-total	\$5,795		Sorrento course deposit	\$50	November 1, 2006
Damage Deposit (Mandatory/	<u>\$250</u>	December 8, 2006	Balance of European tour	\$845	December 8, 2006
Total	\$6,045		Balance of Mid-Semester tour	\$835	December 8, 2006
			Balance of Sorrento course	\$1,225	December 8, 2006
			30 Meal Vouchers	\$415	December 8, 2006
			Personal Effects Coverage	\$90	December 8, 2006
			Medical Insurance Upgrade	\$65	December 8, 2006
<b>Optional Flights</b>					
Standard Program Only	\$795	December 8, 2006	European tour w/Sorrento	\$795	December 8, 2006
Taxes/Fees	<u>\$229</u>	December 8, 2006	Taxes/Fees	<u>\$240</u>	December 8, 2006
Total	\$1,024		Total	\$1,035	
European tour w/standard return	\$795	December 8, 2006	Non-tour w/Sorrento return	\$795	December 8, 2006
Taxes/Fees	<u>\$261</u>	December 8, 2006	Taxes/Fees	<u>\$189</u>	December 8, 2006
Total	\$1,056		Total	\$984	

Checks should be made payable to "AIFS." You may use American Express, MasterCard or Visa. See application form. All students must submit the \$450 deposit (plus \$50 for each of the tours selected) with the completed application. Financial Aid students are responsible for submitting the AIFS Financial Aid Forms and paying, by December 8, 2006, the airfare, taxes, and fuel surcharges (subject to change); \$250 refundable damage deposit, \$415 Meal Voucher fee, a \$600 program reservation deposit, and any remaining balance that will not be covered by aid.

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

## AIFS TRANSPORTATION PACKAGE

Students have the option of purchasing a round-trip ticket for the flight arranged through AIFS. Students 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 your ground transportation from the airport in Europe to your accommodations on the regularly scheduled program dates. AIFS will book flights on the dates indicated on this application or you may choose an alternate return date (see the attached Travel Information Form). Participants who choose an alternate return date are responsible for their transfer from their accommodations to the airport.

**Students wishing to purchase the Transportation Package must notify AIFS in writing by Wednesday, November 1, 2006. Students wishing to change their return flight date must notify AIFS in writing by Friday, December 8, 2006, and must pay a \$50 change fee at the time the request is made. Please note, this is a \$50 charge per change and includes adding to or canceling from the flight.**

Students wishing to change their return flight date after Friday, December 8, must wait and do so directly with the airline once they are in Europe. All changes must be made **directly with the airline** and are subject to airline change fees (approx. \$150-\$250) and space availability. Tickets cannot be rerouted and stopovers are **not** allowed.

*AIFS will not make your flight arrangements for you unless you clearly indicate your travel preferences on your application and Travel Information Form.*

## PROGRAM DATES

### Spring Semester, 2007

Monday, January 29, 2007	AIFS flight departs U.S. for Paris for students on the optional European tour.
Tuesday, January 30, 2007	Arrive in Paris. Start of the optional European tour.
Saturday, February 3, 2007	AIFS flight departs U.S. for Italy for students not on the optional European tour.
Sunday, February 4, 2007	AIFS flight arrives in Italy. Optional European tour ends. Regular program begins.
Monday, February 5, 2007	Orientation for all students and faculty, including walking tour of Florence.
Tuesday, February 6, 2007	Orientation continues and workshops.
Wednesday, February 7, 2007	Classes begin.
Friday, March 16, 2007 to Sunday, March 25, 2007	Mid-semester break.
Friday, May 4, 2007	End of program. Accommodations close at noon for all students. AIFS flight departs Pisa for U.S. Participants who signed up for two week post-program course depart for Sorrento.
Friday, May 18, 2007	Program in Sorrento ends. AIFS flight departs Rome for the U.S.

**American Institute For Foreign Study  
Diablo Valley College  
Florence Program – Spring Semester 2007**

**PHOTOS**  
Please attach 4 2" X 2" head shot photographs with your name on the back of each. Please do not send photocopies. They must be actual photographs.

**Instructions:**

1. Please type or print in black ink.
2. Provide proper payment information in Section C and, if enclosing a check, make it payable to the "American Institute For Foreign Study."
3. Be sure you have read the payment schedule and refund policy set forth in this application.
4. Be sure to read and sign the Agreement and Release on the opposite side.
5. If your mailing address includes a P.O. Box or Route box number, please be sure to give a street address where you can receive shipments/packages.
6. Attach a copy of the information page of your passport, or mail when received.

**PART A – PERSONAL DATA**

Name \_\_\_\_\_  Male  Female Telephone # (\_\_\_\_\_) \_\_\_\_\_  
(first and last names as they appear on your passport)

Home Address \_\_\_\_\_  
(Permanent)                      Number                      Street                      City                      State                      ZIP

E-Mail Address \_\_\_\_\_ Cell phone (\_\_\_\_\_) \_\_\_\_\_

Age \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_ Citizen of \_\_\_\_\_  
mm/dd/yy

Emergency contact while abroad \_\_\_\_\_ Emergency phone (\_\_\_\_) \_\_\_\_\_  
Address \_\_\_\_\_

Emergency E-Mail Address \_\_\_\_\_ Relationship \_\_\_\_\_

**PART B – REGISTRATION INFORMATION**

The AIFS program fee is \$5,795.00. Please note that the program fee does not include a \$250 refundable damage deposit that is due by the final payment deadline. Please select the program options which apply to your enrollment.

- |   |                          |                               |                          |                                  |
|---|--------------------------|-------------------------------|--------------------------|----------------------------------|
| 1. Do you wish to purchase the AIFS Transportation Package? Please complete the attached Travel Information Form. <b>This form must be returned to AIFS no later than Wednesday, November 1, 2006.</b>                                      | <input type="checkbox"/> | Yes *                         | <input type="checkbox"/> | No                               |
|   |                          | Departure City: San Francisco |                          |                                  |
| 2. Do you wish to participate on the European Tour at a cost of \$895.00? If yes, enclose a \$50 non-refundable deposit to reserve your place on the tour. A minimum of 25 participants is required for this tour to operate.               | <input type="checkbox"/> | Yes                           | <input type="checkbox"/> | No                               |
| 3. Do you wish to purchase the optional meal plan consisting of 30 meal vouchers for \$415.00?  | <input type="checkbox"/> | Yes                           | <input type="checkbox"/> | No                               |
| 4. Do you wish to participate on the mid-semester tour of Sicily at a cost of \$885.00? If yes, enclose a \$50 non-refundable deposit to reserve your place on the tour. A minimum of 20 participants is required for this tour to operate. | <input type="checkbox"/> | Yes                           | <input type="checkbox"/> | No                               |
| 5. Do you wish to participate in the two-week Italian language course in Sorrento for \$1,275.00? If yes, enclose a \$50 non-refundable deposit to reserve your place. A minimum of 15 participants is required for this course to run.     | <input type="checkbox"/> | Yes                           | <input type="checkbox"/> | No                               |
| 6. Do you wish to be placed in a single room in a shared apartment for a supplemental fee of \$995.00?  | <input type="checkbox"/> | Yes                           | <input type="checkbox"/> | No                               |
| 7. <u>Insurance</u> : Do you wish to purchase either of the following options:<br><b>See your program brochure for coverage details.</b>  | <input type="checkbox"/> | Medical Upgrade – \$65        | <input type="checkbox"/> | Personal Effects Coverage – \$90 |

\* Please refer to the payment schedule for airfares.

**PART C – PAYMENT OPTIONS**

Deposit amount due is \$450 (plus \$50 for each tour selected). Your payment must accompany this application. Applications received without payment will not be processed. Return this form and payment to your college's program coordinator.

Check one:  My check/money order is enclosed payable to "American Institute For Foreign Study" (AIFS), or  
 Bill my credit card for \$450 (plus \$50 for each tour selected), or  Bill my credit card for the entire program cost.

Note: AIFS cannot accept ATM/debit/check cards above your daily limit. If you are charging your fees to a credit card, please supply the following information:

Check one:  Visa  MasterCard  American Express

Credit Card # \_\_\_\_\_ Expiration date \_\_\_\_\_ Amount to be charged \$ \_\_\_\_\_

Signature \_\_\_\_\_ Cardholder's address \_\_\_\_\_

Phone \_\_\_\_\_ Name on card (if different from yours) \_\_\_\_\_

**PART D – ACADEMIC APPROVAL**

Signature of your college's program coordinator certifying your eligibility to apply: \_\_\_\_\_

Name (print) \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

## 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 \_\_\_\_\_

### SHARED ACCOMMODATIONS

Please note that specific housing requests cannot be guaranteed.

**Please note that single rooms are very limited and are allocated for a supplemental fee according to special needs, e.g. medical, age-related**

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 Where do you prefer to study?  room  library  elsewhere

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

Do you have any physical condition which prevents you from climbing stairs? If yes, specify: \_\_\_\_\_

Roommate preference (if known) (1) \_\_\_\_\_ (2) \_\_\_\_\_

Do you have any special reason for requesting a single room? If so, please specify: \_\_\_\_\_

How many hours of television do you normally watch a day? \_\_\_\_\_ Do you like to cook your own meals?  often  occasionally  never

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 Florence? \_\_\_\_\_

## PART F – ADDITIONAL INFORMATION

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 a housing situation that is most likely to meet your needs. Please note that specific requests cannot be guaranteed.

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

Do you consider yourself a conservative or liberal person?  Conservative  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.