

Disclosure and Acknowledgment Form



Prague, Czech Republic: City of 100 Spires Education Abroad Program

May 31 – June 28 & July 2 – August 2, 2012
(Residences open June 1) (Residences open July 6)

Please Note: The Prague City of 100 Spires program contains a number of field trips and guided tours which require extensive walking on steep hills and cobblestone streets. You should be in reasonably good shape to participate in all the activities of the program.

Information for Students with Disabilities who May Require Accommodations:

GateWay Community College makes reasonable accommodations for students with disabilities who are otherwise qualified to participate in its activities and programs. However, the Americans with Disabilities Act does not govern accessibility standards in other countries and the College is not responsible for assuring accessibility in all Study Abroad locations. While the College will try to accommodate special needs, students with disabilities must know that some international experiences may not be appropriate for them.

In order to address this concern, students who will need accommodations should notify the Disability Resources and Services (602) 286-8888 office of their interest in participating in the international experience. The Coordinator of Disability Resources and Services will meet with the student, Program Director designee and other relevant personnel to determine whether the student's needs can be accommodated.

Please review the following important information regarding the Prague 2012 Program.

1. **Age** - Applicants must be 18 years of age or older when the program begins.
2. **Selection for Participation** - All applicants will be screened by the college prior to acceptance and will be notified of their status in a timely manner.
3. **Cost** - The estimated cost for the 2012 program is **\$2664.USD** (*United States Dollars*), and breaks down as follows:
 - **Program Costs** = \$2436.USD (*This includes - transportation in Prague and to Vienna or to the venue your class will be studying in, lodging, instructional support, etc.*) **The Program cost does not include Airfare or Meals.**
 - **Tuition** = \$228. USD (*one course at \$76 per credit hour*)
 - **Registration Fee** = \$15

NOTE: Food is NOT covered as part of your program. There will be cooking facilities at the NYU residences. Airfare is not included.

Actual participant cost may vary depending on the number of courses taken, amount spent on food and entertainment, currency fluctuation, and oil prices. Base currency for the Czech Republic is the Koruna. **1 Czech Republic koruna = 0.0511 US dollars**

Flight Information: We will do everything possible to facilitate your travel arrangements. The dates the residences are available for the first session are June 1 – 28. The dates the residences are available for the second session are July 6 – August 2. Please note: when you are booking your flight to arrive on June 1, your departure date will be May 31. When you are booking your flight to arrive on July 6, your departure date will be July 5. This is due to the time difference. On your return flights you will arrive on the same date you fly out of Prague. If you decide to travel prior to or after the dates the residences are open keep in mind you will have to make arrangements for your own accommodations. Once you arrive at the Prague airport it is an easy taxi ride to the residences.

Payment

All payments should be made to the GateWay Cashier's Office and can be in the form of:

1. **Cash** - in person
2. **Check** - in person or via mail (GateWay Cashier's Office, 108 North 40th Street, Phoenix AZ, 85034)
3. **Credit Card** - in person or via phone (602. 286. 8277)
4. **Payment of Program Costs** - Program costs *exclude* tuition and food, and must be paid separately from tuition. Program costs for 2012, *excluding* tuition and estimated food cost, equal \$2436. Program costs must be paid ***no later than May 1, 2012.*** You may, if you wish, pay in installments so long as the total program costs are received by May 1, 2012.

5. Payment of Tuition - Tuition must be paid fourteen days prior to the first day of class. Tuition is based on the standard MCCD in-state tuition rate of \$76 per credit hour. Out of state students are subject to a higher tuition rate as determined by the MCCD Governing Board

6. Refunds:

- a. **Tuition** - Refunds of tuition payments are available and are determined by the policies articulated in the GateWay College Catalogue.
- b. **Program Costs** - If a participant chooses to withdraw from the program *for any reason* after the payment deadline, but prior to departure, program costs may be refunded on the following basis:
 1. 100% refund if cancellation occurs before May 1, 2012
 2. 50% refund if cancellation occurs between May 2 and May 5, 2012
 3. 0% refund if cancellation occurs after May 5, 2012
- c. **Program Cancellation: Low Enrollment** - If the class you have selected is cancelled you will be offered a spot in another class. You will only be refunded 100% if the entire program is cancelled.
- d. **Program Cancellation: Other** - It is a primary goal of GateWay Community College to provide a dependable, safe, enjoyable, and academically sound study abroad experience for all participants. Every effort has been made in the development of this program to insure the best possible study abroad experience for its participants. However, neither the Maricopa Community College District nor GateWay Community College can control all circumstances.
- e. **Itinerary Changes** – GateWay CC and the Prague program are not responsible for *any* costs incurred by a participant who alters their itinerary after tickets (air, train, coach, etc.) have been purchased.

NOTE - The refund policy articulated above is based on the College's financial commitments for faculty salary, faculty airfare, ground transportation, accommodations, and instructional space in the Czech Republic that have to be paid *in advance of departure*. This program is a self-funded program; once monies have been spent on behalf of a participant, it is impossible to secure a refund.

- I have read and agree to all the terms stated above.
- I agree to notify the study abroad program director of any changes to the information presented on this application.
- I agree to participate in all orientation sessions & classes scheduled prior to departure.
- I understand that my application will be reviewed and can be accepted or denied.
- I certify that all information on my application is correct as of the date of submission.

GateWay Prague 2012 Program Participant:

Please print name _____

Please sign and date _____

Program Director – Susan Mills _____

Please read this document, print and sign it. Please deliver a hard copy to Susan Mills at an information session or mail it to:

Susan Mills
Prague Program Director
GateWay Community College
108 North 40th Street
Phoenix, Arizona 85034