

# IMPORTANT DETAILS

## NEW PERSPECTIVES: CHINA 2011-2012 A Program Of The Laurasian Institution

### 1. PROGRAM DATES:

#### STUDY-TOUR

Tentative date is:

June 18 - July 4

#### APPLICATIONS

Signed and completed NP:C applications and down payments for the 2012 summer study tour are due postmarked by *Monday, December 19, 2011*.

### 2. PROGRAM ENROLLMENT:

#### STUDENTS:

**The 2011-12 program fee for students in the NP:C program is \$3,995.** One down payment of \$250 per participant is required. The student's full name should be written on the check. ***Make checks payable to: The Laurasian Institution.***

After submitting the down payment, the balance of the program fee is payable in four equal installments.

**INSTALLMENT DUE DATES:** Payment is due on the 25th of January, February, March, and April. If the 25th lands on a Sunday, payment is due on the following Monday. The student's full name should be written on every check. ***These checks should be provided to the teacher well before these deadline dates. The teacher will mail all checks as a group to The Laurasian Institution.***

**Returned Checks:** A \$35.00 processing fee will be assessed for each returned check. If the check is returned to The Laurasian Institution a second time, remaining balances must be paid by cashiers check or money order. Any payments postmarked after April 25, 2012 must be made by cashiers check or money order.

The Laurasian Institution will include a participant confirmation form in its initial welcome package which will acknowledge receipt of each participant's down payment. Final travel documents and airline information will be mailed and distributed only when participants have submitted all required documents and paid in full. Due to increased scrutiny of passport applications by the U.S. State Department **and** new requirements for passport copies to airlines by the Department of Homeland Security **and** Chinese government regulations, **students must submit passport applications as soon as acceptance to NP:C is announced.**

#### TEACHERS:

To be eligible for NP:C, teachers must ensure participation in the program by a minimum of 8 students. The group leader (teacher) participates at no cost. When 16 or more students participate, the program fee for a second, TLI-approved adult is also waived. If the number of students drops below the required ratio of 8 students per teacher/adult chaperone, the teacher/adult chaperone's participant fee will be \$570 for each student below the necessary 8. Teachers should make students aware of this policy and decide who will pay for the extra fee.

Note: In many cases, large groups with two adult teacher/chaperones may be split into smaller groups and sent to separate schools not necessarily in the same vicinity for the host school/homestay portion of the study tour.

Teachers collect all student installment checks and all required paperwork and mail them together to The Laurasian Institution postmarked by the deadline dates.

### 3. WAITING LIST/LATE APPLICANTS:

If an applicant is put on the waiting list and later is denied participation in the program, the down payment and any other payments made to The Laurasian Institution will be refunded in full. A confirmation of participation in the NP:C program will be notified to participants by January 6, 2012. Late applicants are handled on an individual basis and are accommodated based on availability. Such applicants must submit all required documents and payments due to date in the same envelope with the NP:C application.

#### 4. ADDITIONAL FEES AND CANCELLATION REFUND POLICIES:

Since the operation of an international study tour requires extensive long-term planning, costs are incurred well before actual departure. Therefore, The Laurasian Institution observes the following policies:

- Any participant notifying The Laurasian Institution **in writing** that she or he is withdrawing from NP:C will be assessed a cancellation fee as listed in the accompanying chart. The remaining balance, minus any additional fees (NSF fees, late passport fee, for example), will be refunded.
- If a participant's check is returned to The Laurasian Institution due to NSF, a **\$35** fee will be added to the participant's balance.
- Teachers/adult chaperones of groups that fall below the required minimum ratio of 8 students per teacher/adult chaperone will be assessed a fee of \$570 per student below that ratio (e.g., 6 students = \$1,140 participation fee for the teacher/adult chaperone, etc).
- **Participants need a tourist visa to enter China. Therefore, passports must be submitted to the Chinese consulate in March. The organizing teacher should send everyone's passports to NP:C by February 25. An administrative late fee of \$50 will be assessed to those individuals whose passports are sent to NP:C after the February 25, 2012 postmark deadline.**
- Those chaperoning teachers requesting a Chinese volunteer to accompany their groups during portions of the NP:C tour will be charged \$250-500/volunteer depending on whether the volunteer is requested to be an escort for the Beijing/Xian/Shanghai Study Days, and/or to the host school from Beijing, and/or from the host school to Xian/Shanghai (for the volunteer's transportation, meals, admission fees, etc.).
- Participants who wish to arrive earlier or depart later than their scheduled NP:C tour may make arrangements with our travel agent (additional cost applies). **Participants who wish to travel to other countries after the end of their scheduled NP:C tour are responsible for their own travel arrangements and all cost and/or fees involved.**
- If a student does not have any payments in his or her account by February 25, TLI reserves the right to disenroll the student from the program.
- In the unlikely event that The Laurasian Institution cancels the NP:C program, all payments will be fully refunded.
- \*If a participant withdraws from NP:C after the flight tickets have been purchased, the cancellation fee is either the ticket amount or cancellation fee, whichever is higher.

<b>Cancel by:</b>	<b>Cancellation Fee:</b>
January 9, 2012	\$0.00
January 25, 2012	\$50.00
February 25, 2012	\$100.00
March 25, 2012	\$250.00
*April 25, 2012	\$500.00
*May 25, 2012	\$1,000.00
*Day of Departure	\$2,250.00
*Flight tickets purchased before withdrawal date	

#### 5. PROGRAM FEE INCLUDES:

- Roundtrip air transportation to and from China. Participants depart from designated commercial airports and arrive at Beijing Capital International Airport in Beijing. Return flights depart from Shanghai Pudong Airport and return to the original designated airport.
- Surface travel to and from the international airports and accommodations in China.
- Accommodations in Beijing, Xian, and Shanghai. All breakfasts and dinners will be included. Lunches are not provided.
- All train and bus travel expenses and entrance fees as per tour itinerary.
- Some sites may require use of public transportation and others may require the use of tour buses.
- Orientation materials for use before departure.
- A special presentation in China chosen by the group.
- Comprehensive sightseeing in the Beijing, Xian and Shanghai regions.
- Cultural exploration activities while in China which are related to selected study themes.
- A homestay experience with a Chinese family. (Please note: In principle, students will be placed one student per host family. In some situations, however, the host school may find it necessary to arrange for double placements.)
- Visits to a Chinese school (some schools may be on a special summer school schedule during this time).
- Follow-on activities designed to help reflect on the experience and articulate new perspectives of China.

## 6. PROGRAM FEE DOES NOT INCLUDE:

- Surface travel expenses to and from the commercial airport designated by The Laurasian Institution.
- Insurance coverage during the NP:C program. Participants are responsible for their own insurance including, but not limited to, health, travel, life insurance. Participants should check that their health insurance plan covers accidents and illnesses abroad. A variety of travel insurance policies—covering everything from lost baggage to emergency medical evacuation—can be purchased independently. All participants are required to show proof of health insurance coverage abroad for the duration of the NP:C tour.
- Certain food costs including all lunch, snack, and drink costs during the study tour. During homestays, breakfasts and dinners are provided. However, participants are expected to pay for any meals eaten outside of the host families' homes.
- Transportation and miscellaneous expenses during free or private time during the school visit/homestay are each participant's responsibility.
- All personal expenses, such long distance phone calls at the host site, postage to mail packages back to the U.S., are each participant's responsibility.
- Access to personal email accounts or the Internet. Students may use Internet cafes at their own expense.
- Personal purchases (gifts, souvenirs, etc). Expenses will vary depending on the spending habits and budget of each participant.

**Note: With the exception of personal purchases, participants will need approximately \$20 per day to cover the expenses noted above. Credit cards can be used to purchase items at department stores; cash is the only accepted method of payment at most small and medium-sized shops. The use of credit or debit cards to withdraw funds in Chinese RMB is convenient in Beijing and Shanghai, but will be time-consuming and inconvenient in other cities where it is best to use U.S. dollars to purchase Chinese RMB.**

## 7. SPECIAL REQUESTS:

It is not possible for NP:C to honor special requests such as single hotel rooms or dietary needs. NP:C participants will adhere to rooming assignments made by NP:C and are encouraged to experience Chinese culture and cuisine during the study tour.

## 8. ROLE OF THE TEACHER:

The teacher is the liaison between The Laurasian Institution and individual student participants. Communication and correspondence to student participants will be distributed through the teacher. Likewise, it is the teacher's responsibility to represent her or his school group during each of the three phases of NP:C. Specific teacher responsibilities also include coordinating all predeparture preparation and learning, preparing students to understand social customs of China and Chinese host families, serving as teacher/chaperone to her or his own students throughout the entire two weeks in China, and coordinating post-China follow-on learning and evaluation.

## 9. ROLE OF THE STUDENT:

NP:C is a cultural *study* program. Students should expect to spend a lot of time before, during, and after the tour on study-related activities. This includes preparing for the trip, completing worksheets and evaluations, attending meetings, and participating in discussions as scheduled.

All students are expected to participate in all activities during NP:C, including those arranged by their host schools and families. Students are also expected to behave according to directions given by The Laurasian Institution staff, their teachers, and the faculty and administration of the host schools. Students are expected to show consideration to other participants. Specifically, students are expected to observe the rules listed on the following page.

## 10. ROLE OF THE LAURASIAN INSTITUTION (TLI):

TLI and its agents are responsible for making all program arrangements, including international flights, accommodations, and other China arrangements. The study tour portion of NP:C begins with the departure of the China-bound flight and ends upon completion of the return flight home. TLI cannot be responsible for events beyond its control, such as (without limitation) acts of God, war, weather, strikes or government restrictions, currency fluctuations, nor in the absence of its own negligence, for personal injury or property damages caused by persons not controlled by TLI such as (without limitations) airlines, bus companies, railways, hotels, and all its suppliers. No responsibility is incurred by TLI for loss of passport, airline tickets or other travel documents, or damage/loss to baggage or personal belongings (at any time). TLI is not responsible for flight delays, missed flights, long layovers, or any expenses related to such delays which are beyond TLI's control.

Special events occurring in either China or at home may influence the regular operation of NP:C (championship games, religious celebrations, political events, music festivals, etc.). On these occasions, air service, accommodations, and other services may be limited or extremely expensive. The Laurasian Institution reserves the right to find alternate accommodations and services.

## NP:C RULES

- Students must follow the instructions of their group's leader, and the school group must travel together. Students must always be accompanied by their teacher(s) unless given permission by said teacher(s).
- All Chinese laws must be obeyed while in China.
- All participants must follow the instructions of the staff of The Laurasian Institution during NP:C. Since each school group will be traveling according to its own itinerary, it is necessary that the group leader check in with the staff of The Laurasian Institution at the beginning of each Study Day.
- All participants must take part in activities that are scheduled for the whole NP:C group, including activities and classes provided by the host school and families. No private itineraries outside the approved schedule are allowed during the study tour.
- NP:C is first and foremost an educational experience and, as such, only students, teachers, and TLI-approved chaperones are allowed to participate. Non-participant relatives and friends of students are not allowed to accompany or "shadow" the NP:C group.
- Participants must be punctual for all activities.
- While in China, participants serve as cultural ambassadors. Therefore, behave with courtesy in all public locations, including places of lodging, and wear clothing that is modest and neat. Respectful conduct is especially important at temples and shrines, memorials, and places of quiet contemplation.
- Participants may choose to bring personal stereos for the plane ride to and from China. However, once you deplane, these items should be packed away for the duration of the study tour. *Visiting a new country is an experience in observing, listening, being aware, and being sensitive to everything around you. Personal stereos and other such gear isolate participants from their surroundings and hinder the purpose of this program.* If personal stereos prove to be a distraction while in China, they will be confiscated for the duration and returned to the student at the end of the NP:C tour.
- Likewise, use of skateboards, scooters, roller blades, etc. by NP:C participants is prohibited at all times.
- Foul, demeaning, and rude language and behavior is not acceptable. Be more polite than you might ordinarily be and take more time to listen.
- NP:C participants must abide by and adhere to the Chinese host school's rules.

*Most Chinese schools require that students, including visitors, remove jewelry, hats, baseball caps, and make-up when in the school. Chewing gum in the school is also not permitted. Dyed hair (unnatural colors such as green, pink, purple, etc.) and body piercings and tattoos are not viewed favorably by Chinese schools. Students with tongue or facial piercings should be prepared to remove such jewelry while on school premises. NP:C participants should observe these rules to show respect for Chinese cultural norms.*

The behavior of the student is the responsibility of each individual. When disciplinary action is required, it is the responsibility of the student's teacher to give the appropriate directions. If a student does not exhibit suitable behavior, or does not follow the directions of her/his school representatives or of The Laurasian Institution staff members, the student will be sent home immediately at her/his expense.

### THE LAURASIAN INSTITUTION CONTACT INFORMATION:

**The Laurasian Institution • Attn: NP:C • 12345 Lake City Way NE, #151, Seattle, WA 98125**

Tel: 800-721-7474 • Fax: 206-367-2193 • Email: [npchina@laurasian.org](mailto:npchina@laurasian.org) • Web site: [www.newperspectivesprogram.org](http://www.newperspectivesprogram.org)