

# College of DuPage

## Application for Admission Study Abroad in Germany 2008

Sign 2 passport-size photos on the back  
and attach here.

### Personal Information

\_\_\_\_\_  
Last Name (Please print) First Name Middle Initial

\_\_\_\_\_  
Permanent Street Address City State ZIP

(\_\_\_\_\_) \_\_\_\_\_  
Home Phone E-mail Address

\_\_\_\_\_  
Your Address while at College City State ZIP

How long will you be at your college address? Until / \_\_\_\_\_ / \_\_\_\_\_

(\_\_\_\_\_) (\_\_\_\_\_) (\_\_\_\_\_) \_\_\_\_\_  
College Phone Work Phone Cell Phone

May we include your address and phone number in the participant directory?  yes  no

\_\_\_\_\_  
Date of Birth Social Security #

Sex:  male  female

\_\_\_\_\_  
Citizenship Passport # (can be added later)

Do you already have a passport? Yes  No

If you have a passport, is it valid until at least Jan. 26, 2009? Yes  No

### Academic Information

\_\_\_\_\_  
Current College Address Dates of attendance

\_\_\_\_\_  
Previous College Address Dates of attendance

\_\_\_\_\_  
Previous College Address Dates of attendance

Present Class Standing  H.S. Graduate  Freshman  Sophomore  Junior  Senior  College Graduate

\_\_\_\_\_  
Major Minor Overall GPA German GPA

Academic preparation in German (as of June 2008): High School 0 1 2 3 4 5 (years)

College 0 1 2 3 4 5 6 7 8 \_\_\_ semesters \_\_\_ quarters

German speaking ability: Excellent Good Fair Poor

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**Additional Information**

Have you ever been on disciplinary probation?  Yes  No If yes, explain \_\_\_\_\_

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How did you hear of the Germany Program? \_\_\_\_\_

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**References**

Please list the names and addresses of two current or previous employers/teachers who have known you for at least one year and have observed your relationship with others. *All students must request one recommendation from a recent teacher.*

\_\_\_\_\_  
Name ( ) Phone What is his/her relationship to you?

\_\_\_\_\_  
Address City State ZIP

\_\_\_\_\_  
Name ( ) Phone What is his/her relationship to you?

\_\_\_\_\_  
Address City State ZIP

**Signature**

To the best of my knowledge the information contained in this application is accurate and complete.

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

**Essay: Please write a one-page essay in your own handwriting telling us why you wish to go to Germany. Please address the following points:**

- How will the program relate to your personal and/or academic and/or career goals?
- What cultural experiences are you looking for during your stay abroad?
- What do you think will be the most challenging thing (besides learning and using German) about living in another culture?
- How do you plan to prepare for and get the most out of your study abroad experience?
- What contributions do you hope to make as a member of the group?
- Is there anything you would like us to know (likes, dislikes, etc.)?

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Name (please print)

**College of DuPage**  
**Recommendation Form #1**  
*Study Abroad in Germany 2008*

**To the Applicant**

Fill in your name, address and phone number. Give the form to a current or previous employer/teacher who has known you for at least one year and has observed your relationship with others. *All students must request one recommendation from a recent teacher.*

Name (please print) \_\_\_\_\_ ( ) \_\_\_\_\_  
 Phone Number \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

As this letter is confidential, please have the person who is writing it send it directly to C.O.D. (address below). You should provide a stamped, addressed envelope to the Evaluator. You may submit the letter yourself if it has been sealed in an envelope and signed on the seal by the Evaluator.

I waive my right to access this letter completed by (Evaluator name: ) \_\_\_\_\_ Yes No

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To The Evaluator**

*This candidate's application cannot be completed until we receive this form from you.* Please return it promptly in a sealed envelope to the address below.

Study Abroad in Germany is a rigorous program that expects students to learn from academic classes as well as structured and unstructured experiences. Participants are involved in a challenging cross-cultural program, which includes a four-week period of living as a member of a family.

To succeed, the applicant must be highly motivated and be able to adjust to people of different social, cultural and economic backgrounds – sometimes under difficult emotional and physical conditions. Therefore, we cannot overemphasize the value of your candid appraisal to enable us to determine whether the applicant is ready for this program.

In comparison with other individuals the same age whom you know, please rate the applicant on the following characteristics.

	Excellent	Good	Average	Poor	Unknown
1. Academic motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Self-discipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Emotional maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Independence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Open-mindedness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Sense of humor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Physical stamina	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Ability to function as a member of a group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Ability to adjust to and cope with unusual/uncomfortable situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Good ambassador for College / U.S.A.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Have you ever had any reason to be concerned about this person's alcohol or drug use?					<input type="checkbox"/> Yes <input type="checkbox"/> No
13. This candidate has signed a statement indicating that if he/she is mid-level or above in German language, she/he will use German all the time while in Germany, including with the Directors and the other students in the group.					
How well do you feel the candidate will adhere to this?	<input type="checkbox"/> Very Well <input type="checkbox"/> Well <input type="checkbox"/> Poorly <input type="checkbox"/> Not at all				
14. Would you enjoy having the applicant:					
A: live in your home for a month?					<input type="checkbox"/> Yes <input type="checkbox"/> No
B: as a member of a group for which you are responsible?					<input type="checkbox"/> Yes <input type="checkbox"/> No
15. In your opinion, does this applicant have a clear motivation for studying abroad and does he/she have the ability and maturity to achieve these goals? (Please comment on the back of this form)					
16. How long and to what capacity have you known the applicant?	_____				

\_\_\_\_\_  
 Name (Please print) \_\_\_\_\_ Phone Number \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
 Position \_\_\_\_\_ Address \_\_\_\_\_

Signature

**Please mail form to:** College of DuPage Germany Program Liberal Arts Division 425 Fawell Blvd. Glen Ellyn, IL 60137

**College of DuPage**  
**Recommendation Form #2**  
*Study Abroad in Germany 2008*

**To the Applicant**

Fill in your name, address and phone number. Give the form to a current or previous employer/teacher who has known you for at least one year and has observed your relationship with others. **All students must request one recommendation from a recent teacher.**

Name (please print) \_\_\_\_\_ ( ) \_\_\_\_\_  
 Phone Number \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

As this letter is confidential, please have the person who is writing it send it directly to C.O.D. (address below). You should provide a stamped, addressed envelope to the Evaluator. You may submit the letter yourself if it has been sealed in an envelope and signed on the seal by the Evaluator.

I waive my right to access this letter completed by (Evaluator name: ) \_\_\_\_\_ Yes No

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To The Evaluator**

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To succeed, the applicant must be highly motivated and be able to adjust to people of different social, cultural and economic backgrounds – sometimes under difficult emotional and physical conditions. Therefore, we cannot overemphasize the value of your candid appraisal to enable us to determine whether the applicant is ready for this program.

In comparison with other individuals the same age whom you know, please rate the applicant on the following characteristics.

	Excellent	Good	Average	Poor	Unknown
1. Academic motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Self-discipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Emotional maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Independence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Open-mindedness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Sense of humor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Physical stamina	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Ability to function as a member of a group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Ability to adjust to and cope with unusual/uncomfortable situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Good ambassador for College / U.S.A.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Have you ever had any reason to be concerned about this person's alcohol or drug use?					<input type="checkbox"/> Yes <input type="checkbox"/> No
13. This candidate has signed a statement indicating that if he/she is mid-level or above in German language, she/he will use German all the time while in Germany, including with the Directors and the other students in the group.					
How well do you feel the candidate will adhere to this?	<input type="checkbox"/> Very Well <input type="checkbox"/> Well <input type="checkbox"/> Poorly <input type="checkbox"/> Not at all				
14. Would you enjoy having the applicant:					
A: live in your home for a month?					<input type="checkbox"/> Yes <input type="checkbox"/> No
B: as a member of a group for which you are responsible?					<input type="checkbox"/> Yes <input type="checkbox"/> No
15. In your opinion, does this applicant have a clear motivation for studying abroad and does he/she have the ability and maturity to achieve these goals? (Please comment on the back of this form)					
16. How long and to what capacity have you known the applicant?	_____				

\_\_\_\_\_  
 Name (Please print) \_\_\_\_\_ Phone Number \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
 Position \_\_\_\_\_ Address \_\_\_\_\_

Signature

**Please mail form to:** College of DuPage Germany Program Liberal Arts Division 425 Fawell Blvd. Glen Ellyn, IL 60137

# Housing Preferences Form

*Study Abroad in Germany 2008*

*Make a copy for your records. Return original with application.*

\_\_\_\_\_  
Name ( ) Phone Number Daytime ( ) Evening

## Housing

Preference will be considered, but cannot be guaranteed. Circle your preferences if they are important to you:

### Roommate

### Host Family

Smoking          non-smoking

smoking          non-smoking

Messy          neat

pet O.K.          no pets

Noisy          quiet

Morning person          night person

Punctual          not punctual

Any specific dietary requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Give us **three adjectives** that you feel best describe you:

\_\_\_\_\_

**COLLEGE OF DUPAGE**  
**Summer Study Abroad Program**  
**Munich, Germany**  
**June 23 to July 26, 2008**  
Cost: \$3,995 + Tuition

- **ROUND TRIP AIRFARE BETWEEN CHICAGO AND MUNICH, GERMANY**
- **DOUBLE OCCUPANCY HOMESTAYS IN MUNICH FOR FOUR WEEKS WITH BREAKFAST AND DINNER**
- **HOSTEL IN MUNICH FOR TWO NIGHTS WITH BREAKFAST AND DINNER**
- **THREE NIGHTS IN SALZBURG, AUSTRIA, WITH OVERNIGHT STAY IN GUESTHOUSE, MOZART DINNER CONCERT, VISITS TO MOZART'S BIRTHPLACE, HOHENSALZBURG FORTRESS AND OTHER MUSEUMS AND SITES.**
- **FULL-DAY EXCURSION TO THE ROYAL CASTLE OF NEUSCHWANSTEIN**
- **FULL-DAY EXCURSION TO THE MEDIEVAL TOWN OF ROTHENBURG OB DER TAUBER**
- **FULL-DAY EXCURSION TO MITTENWALD AND HIKING IN THE ALPS**
- **AFTERNOON FIELD TRIPS INCLUDING THE OLYMPIC VILLAGE, DACHAU, NYMPHENBURG PALACE, ART MUSEUMS, MUSEUM OF TECHNOLOGY**
- **OPTIONAL EXCURSIONS TO THE ZUGSPITZE, TEGERNSEE AND OTHERS**

**Intensive Courses**

**A program designed for students, teachers, employees of international companies, and other individuals interested in broadening their horizons by studying and living in another culture.**

**Participants will take courses in  
German Language (Beginning, Mid-level or Advanced)  
Culture & Civilization of Germany**

**APPLICATION DEADLINE: FEBRUARY 1, 2008**

**DATES: June 23 – July 26, 2008**

**PURPOSE:** The purpose of this program is to provide total immersion in the German language and in the culture of Germany. Held in cooperation with Inlingua Language School in Munich, classroom instruction comes alive because the whole community serves as a giant classroom and language laboratory for students. Participants will be able to practice and improve their knowledge of the language by interacting with the German people in the street, on buses, in museums, theaters, shops, restaurants and cafes, and with their host family.

**MUNICH:** With a population of nearly 1 1/2 million, the Bavarian capital is Germany's third largest city after Berlin and Hamburg. Lying on the banks of the Isar River, with the majestic Alps and several scenic Bavarian lakes just a short drive away, Munich offers a wealth of recreational activities and a wide range of cultural attractions.

The large number of museums and art collections and the variety of music and theater events make Munich a cultural metropolis of international rank. The city has kept an almost provincial flavor in spite of its hustle and bustle. The natives of the city take pride in their Bavarian customs and traditions, which come alive especially on their many holidays and festivals.

**ADMISSION REQUIREMENTS:** The program is open to college students, teachers, and others who have a strong interest in learning German and immersing themselves in another culture. All participants must be at least 18 years old or older on June 23, 2008. Students are required to complete a medical history as part of the application form. The successful completion of the application process is required for admission to the program. Students must also present evidence of a 2.0 GPA. If a student has special needs, the program will attempt to make whatever reasonable accommodations are possible.

**LANGUAGE CLASSES:** All students are required to enroll in a German language course. Language classes will be held at Inlingua Language School Monday through Friday from 9:00 a.m. to 12:30 p.m. Classes will accommodate students at several levels, from

beginning to advanced. Class size is generally limited to no more than 12 to 15 students.

Prior to the first class, all students will be tested and placed at the appropriate level. Changes can be made if a student progresses at a faster rate or shows different learning needs.

**CULTURE & CIVILIZATION OF GERMANY:** All students are required to enroll in this class. The course of study covers the geography, history, political and social institutions and the arts of Germany. The first sessions will be held prior to departure at College of DuPage on

- Saturday, May 24  
8:30 a.m. to 4 p.m., and
- Sunday, May 25  
9 a.m. to 4 p.m.

In Germany, the course will continue with lectures, field trips, visits to museums and directed independent projects involving interaction with the German people and culture. Field trips are an integral component of this class and therefore participation is mandatory. A short written report on several visits is also required.

**FACULTY AND STAFF:** Faculty members at Inlingua Language School will teach all language classes.

The Culture and Civilization of Germany course will be taught by a College of DuPage faculty member who will also be in residence in Munich to counsel, supervise and assist students.

**DISCUSSION SESSIONS:** Time will be set aside regularly for the purpose of discussing topics of general interest, impressions, and reactions to the German culture.

**CREDITS AND GRADES:** Upon successful completion of classes, students will receive credit as follows:

- German 1840\* (Beginning, Mid-level or Adv.)  
4 semester hours credit, and
- Hist. 1820 (Culture & Civilization of Germany)  
3 semester hours credit.

*\*German Credit Option: Transfer and other interested students may be eligible to enroll in German 1101, 1102, 2201, or 2202 in lieu of German 1840.*

***Please speak with a faculty program director for more information and advising.***

Students from other colleges are advised to clear all courses with their home school before traveling to Germany if they wish to receive credit from their institution. Grades will be determined by the Director and will be submitted upon returning from Germany.

**INLINGUA LANGUAGE SCHOOL:** The institute provides instruction in German in a warm, congenial atmosphere. It is located at the Sendlinger Tor Platz, a well-known square in downtown Munich, within easy walking distance from the city center. The school was founded in 1897 and is the oldest language school in Munich. It is a member of Inlingua International, a network of 270 schools and training centers with headquarters in Bern, Switzerland. More than 100,000 people learn a new language or improve their previous knowledge at these centers every year, making the Inlingua organization one of the largest groups of private language schools in the world. The school uses the direct method of language teaching, which means that lessons are conducted exclusively in the target language. This enables the students to think in the foreign language immediately and helps build their self-confidence.

Materials for the program were developed specifically by Inlingua, and their teachers have been trained in the Inlingua method of instruction. They all have university degrees and teaching experience.

**Housing and Meals:** During the first two days of the program the group will stay in a hostel in Munich, in rooms for two to six persons. Then we will travel to Salzburg, Austria, where we will stay in a guesthouse, again in rooms for two to six persons. During the four-week study program students will stay in carefully selected German homes in double occupancy rooms. There you will also be provided with breakfast

and dinner each day. All accommodations are near subway or bus transportation. Lunch is not provided, but there are many restaurants and snack shops near the school and throughout the city.

**ACTIVITIES, FIELD TRIPS, AND EXCURSIONS:** Activities specified in the program schedule are included in the price of the program.

**PROGRAM COST:** The fee for the program will be \$3,995 plus College of DuPage tuition for seven semester hours of credit.

**THE PRICE INCLUDES:**

- \*\* Round trip airfare between Chicago and Munich, Germany
- \*\* Double occupancy homestay, accommodations in rooms of 2-6 in the hostel and guesthouse
- \*\* Breakfast and dinner during entire program
- \*\* Application fee (\$100 deposit)
- \*\* Full-time administrative staff
- \*\* Transfers to and from airport in Munich
- \*\* Excursions specified in the program schedule

**NOT INCLUDED:**

- \*\* Tuition for 7 semester hours credit at the College of DuPage
- \*\* Lunches
- \*\* Optional trips
- \*\* Passport fees; visas, if non-U.S. citizen
- \*\* International Student Identification Card
- \*\* Personal expenses
- \*\* Munich Transit System Pass and Tickets

**OPTIONAL EXCURSIONS:** Information will be provided at a later date on a variety of optional excursions, which are not included in the price of the program.

## 5 Steps to Study Abroad

### Step 1: **APPLY**

Fill out the Application Form and send it to:

**Germany Program**  
Liberal Arts Division  
College of DuPage  
425 Fawell Blvd.  
Glen Ellyn, IL 60137-6599

### Step 2: **INTERVIEW**

Upon receipt of the 2008 Germany Summer Study Abroad completed application packet, the applicant will be contacted to schedule a 30-minute interview with the program directors. The application packet includes:

- Application form
- Essay
- Two recommendation forms
- Two passport photos (signed on the back)
- Housing preferences form
- Official transcript (non-C.O.D. students only)

### Step 3: **REGISTER**

Go to the Registration Office at College of DuPage or call (630) 942-2377. Do **NOT** use the automated way of registering. You **must speak to a person**. Ask to register for the Germany Program. Give the correct code below and please make a note of this code, as you will need it later. **Spring Code # 35322**

**Please note:** Non-C.O.D. students must also complete the *C.O.D. Admission Form* and submit it at time of registration with the \$10 application fee.

### Step 4: **PAY**

**After** you have registered, pay your \$100 deposit through the Cashier's office. This deposit is non-refundable unless you are not accepted into the program.

You may pay by check or credit card (Visa, MasterCard, or Discover).

Make check payable to College of DuPage. Write Germany Program, your phone #, Social Security number and if somebody else will sign the check, include your name.

Mail or take the check to: Cashier's Office, College of DuPage, 425 Fawell Blvd.

Glen Ellyn, IL 60137-6599

Questions regarding payment should be directed to the Cashier's Office (630)942-2206.

### Step 5: **SUBMIT FINAL PAPERWORK**

Upon acceptance into the program, the student will be required to submit the following:

- Signed statement regarding the use of German
- Signed student conduct agreement
- Signed general agreement
- Signed sexual harassment form
- Release agreement
- Physician's statement
- Proof of medical insurance (photocopy) that is valid outside the United States
- Emergency info sheet
- Medical insurance info sheet
- Travel insurance waiver

**Registration for classes is separate from registration for the program.** Information and code number to register for classes will be given to you at a later date.

### **Remaining Payments**

Make all payments directly to the Cashier's Office following the directions above. It is very important that your payments arrive on time and that you pay **exactly** the correct amount each time.

First payment: Due March 1, 2008  
(\$1,300)

Second payment: Due April 1, 2008  
(\$1,300)

Third payment: Due May 1, 2008  
(\$1,295)

### **Late Payments**

Participants who fall behind in their payments by more than one week will be **assessed \$15** for each late payment.

### **Late Applicants**

We welcome students beyond the application deadline if space is available. However, additional charges may apply. Students enrolling late must pay the application fee and the total amount due up to that point when they apply.

### **Changes in Prices**

The program fees are based on air and land rates in effect at the time of writing (October, 2007) and are subject to change without notice, due to possible increases in the cost of air transportation or land arrangements, devaluation of currencies or other reasons not under the control of College of DuPage.

### **Withdrawals and Refund Policy**

- Notification of withdrawal must be in writing.
- Claims for refunds must be in writing.
- The \$100 application fee is non-refundable unless the applicant is not accepted into the program.
- If a participant's withdrawal request is received on or before April 1, 2008, he/she will receive a full refund, less \$250.

- If he/she withdraws between April 2 and May 1, 2008, he/she will receive a partial refund, but the amount withheld will be at least \$1,300.00 and may be considerably more.
- No refunds will be made after May 1, 2008.
- Due to special contracts and conditions, **no refunds will be made under any circumstances** for unused accommodations, meals, land transportation, hotels or other activities, once the trip has begun.
- Substitutions are not allowed. We recommend the purchase of trip cancellation insurance. We can supply you with forms of some companies but we cannot recommend a specific insurer.
- Registration for German 1840 and History 1820 will take place during the summer school registration period. You will receive the necessary information at that time.

### **CHANGE IN DEPARTURE OR RETURN**

**DATES:** No change is possible for departure. Any change from established return date will be subject to a surcharge of \$100 for such arrangements plus any additional cost charged by the airline. Participants need to inform us of this possibility at the time of application. Availability is limited and subject to airline restrictions.

**TICKETS:** Tickets will be distributed at the airport on the day of departure.

**PASSPORTS:** Students are responsible for obtaining their own passports. They can be obtained at many post offices. We urge students to apply for the passport as soon as they are accepted in the program.  
<http://travel.state.gov/passport/>

**VISA:** U.S.A. citizens do not need a visa to travel to Germany. Only participants who are not American citizens may need one. Be sure to let us know if you are not a U.S. citizen.

**IMMUNIZATIONS:** Germany does not require any immunizations at this time. However, it is always prudent to have an up-to-date tetanus inoculation. Please check with your family doctor for additional confirmation or suggestions on your personal health needs.

**INSURANCE:** All participants in the program will have basic and very limited medical insurance through the required International Student ID Card. However, in case of any major occurrence, this would not be sufficient. Therefore, all participants are required to have additional medical insurance which is valid outside the United States and to show proof of such insurance. Insurance can also be purchased to provide protection against cancellations and lost or damaged baggage. We suggest cancellation insurance to cover any payments lost if you must cancel or interrupt your trip due to illness or for other reasons.

Additional flight insurance is also available. Information on insurance will be provided at a later date.

**PHOTOS:** You will need 3 or more ID type photos. Two must be submitted with your application and another is necessary for the student ID Card. If you need a visa and/or a passport, you will need additional photos for those documents.

**CLOTHING:** It is difficult to provide a complete list of precisely what to pack, but a list to use as a guideline will be provided at a later date. You do not need as much clothing as you might think. It is not wise to purchase a new wardrobe because clothing gets harsh treatment when traveling. Be sure you have comfortable walking shoes. Linens and a towel are provided by the family. Washcloths are generally not provided.

**MONEY MATTERS:** We recommend at least \$200 per week for spending money for lunches, a local transportation pass for Munich, entrance fees to museums, movies,

theater and concerts, and incidentals such as snacks, laundry, post cards, and souvenirs. If you plan to participate in one or more of the optional excursions, you will need to take that into consideration also. (More information on offerings and cost of optional excursions will be provided at a later date.)

**Credit and ATM cards** are widely accepted in Germany. It would be a good idea to take one or both of these with you. ATM cards are the most practical and economical way to obtain cash in Germany. Banks in Germany charge a fee for each check cashed. That includes traveler's checks. Therefore, if you do bring traveler's checks, make sure you have enough large denomination checks to minimize bank fees.

**RULES OF BEHAVIOR:** These rules have not been drawn up to restrict freedom, but to ensure that the program is successful. The participants are subject at all times to the guidance and authority of the Director, and he has the right to enforce appropriate standards of conduct. The Director reserves the right to withdraw from the program any participant at any time for reasons which appear to him to be valid in his sole judgment. He shall have the right to withdraw a student from the program without refund if his/her conduct causes serious inconvenience for the rest of the group or for any actions or conduct which the Director considers to be incompatible with the interest, harmony, comfort and welfare of others or the reputation of the program.

The use of drugs and/or the excessive use of alcoholic beverages are not allowed and are grounds for termination of participation in the program.

Each student will be required to indicate his/her compliance with these rules by signing the attached Student Conduct Agreement. The judgment of the Director will be final in all matters of discipline. Students may not withdraw from classes without consulting with the Director.

## College of DuPage Student Checklist - Study Abroad in Germany Summer 2008

### Keep for your own record

Use the following checklist to make sure you have completed all steps of the application process. Failure to meet the deadlines can jeopardize your status in the program.

Deadline	Date Sent	Item
Feb 1		Completed application form.
Feb 1		An essay of at least one full page in length in your own handwriting telling us why you wish to go to Germany, how the program will relate to your personal and/or career goals, what your expectations are, your likes and dislikes and anything else we should know.
Feb 1		<b>Two recommendation forms.</b> The person completing them should mail these forms directly to the College of DuPage.
Feb 1		<b>If you are a college student, an official transcript</b> from the school you attend. (Does not apply to College of DuPage students.)
Feb 1		<b>Deposit of \$100</b> (Refundable if not accepted.)
Feb 1		<b>Two ID-type photos</b> , signed on back. Must be real photos, not photocopies.
March 1		<b>Signed statement regarding the use of German.</b>
March 1		<b>Signed Student Conduct Agreement.</b>
March 1		<b>Signed General Agreement</b>
March 1		<b>Signed Sexual Harassment Form</b>
March 1		<b>Housing Preferences Form</b>
March 1		<b>Release Agreement</b>
March 1		<b>Physician's Statement</b>
March 1		<b>Proof of Medical Insurance (Photocopy) that is valid outside the United States</b>
March 1		<b>Emergency Information Sheet</b>
March 1		<b>Medical Insurance Information Sheet</b>
March 1		<b>Travel Insurance Waiver</b>
March 1		<b>Payment #1 \$1,300</b>
April 1		<b>Payment #2 \$1,300</b>
May 1		<b>Payment #3 \$1,295</b>
May 1		<b>Two photocopies</b> (fit all on one sheet if possible) of: <ul style="list-style-type: none"> <li>• <b>Passport</b> page showing passport number, place and date of issue, and photo</li> <li>• <b>International Student ID card</b></li> </ul>
May 24, 8:30 a.m. to 4 p.m.; May 25, 9 a.m. to 4 p.m.		<b>Intensive Weekend / Culture and Civilization classes</b> <b>Presentation</b> of oral report on an assigned cultural topic <b>Written reports</b> to be handed in
June 23		<b>Departure for Germany</b>

**Payments:** Make all checks payable to College of DuPage.

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#### Write on all checks

1. **Registration Code # 35322**
2. **Student's Name and Social Security Number**

#### Mail checks only to:

College of DuPage  
Cashier's Office  
Glen Ellyn, IL 60137-6599

#### Other Correspondence

##### All other materials should be mailed to:

Summer Study Abroad in Germany  
Rudolf Strahl  
Liberal Arts Division  
425 Fawell Blvd.  
Glen Ellyn, IL 60137-6599

##### Direct Questions to:

Rudolf Strahl  
Phone: (630) 942-2009  
Fax: (630) 942-3711  
e-mail: [strahl@cdnet.cod.edu](mailto:strahl@cdnet.cod.edu)