



**IPIE.US**  
**International Partnerships in Education**

**International Partnerships in Education, LLC**

**IPIE.US**

**296 Carmen Drive**

**Collegeville, PA, USA**

**19426-2500**

**(610) 409-2989**

**E-mail: [china@ipie.us](mailto:china@ipie.us)**

**2012**  
**CHINA**  
**Summer Teaching Program**

**APPLICATION PACKAGE**

3-Week Teaching Program

July 12, 2012 – August 9, 2012

(Dates subject to final confirmation)

## **Application Instructions**

Please fill out and return all pages of the application packet. Submit a \$500.00 deposit with the application. In the event that your application is not approved, your original deposit check marked "void" will be returned.

### **General Instructions:**

- Please fill out all forms and include the requested information.
- Include a deposit of \$500.00 made out to IPIE.US.
- (Please refer to the "Terms and Conditions" for future payment instructions).
- Read and sign the "Terms and Conditions".
- Include a copy of your resume (please include references).
- Include a copy of your passport (if available at this time).
- Include proof of medical insurance (copy of medical insurance card).
- Return the completed application via registered or certified mail.

**Applications accepted November 1, 2011 through February 1, 2012.**

**Applications will be evaluated for acceptance beginning December 1, 2011.**

**Qualified applications will be accepted on an ongoing basis until the program is full.**

Mail completed package and deposit to:

John McBride, President  
IPIE.US  
International Partnerships in Education, LLC  
296 Carmen Drive  
Collegeville, PA USA  
19426-2500

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*(Delegate seats filled as qualified applications are received)*

The total program cost is \$2,298.00 (Los Angeles gateway). A deposit of \$500.00 is due with this application. The balance is due as required in accordance with the schedule below.

- \$500.00 deposit (to be included with the application package)
- \$998.00 payment due 2/1/12
- \$800.00 payment due 4/1/12
- Upgrade requests additional and due 6/1/12

**PARTICIPANTS WILL RECEIVE:**

- Escorted program
- Round-trip international air transportation USA – China (Los Angeles gateway)
- All program air and tour transportation within China
- Program orientation
- All program lodging, 3-star hotel or better, in China (double occupancy)
- All meals (except on-your-own days)
- Excursion in Guangzhou, China (1-day)
- Cultural tour of Beijing, China (3-days)
- On-campus support
- Tour guide
- Stipend (RMB 600)

**IN RETURN, PARTICIPANTS WILL:**

Utilize their teaching expertise and experience to:

- Enhance the conversational English skills of Chinese students (18-days)

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**GENERAL INFORMATION**

Name \_\_\_\_\_

Address \_\_\_\_\_  
(Street Address) (City) (State) (Zip)

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Passport Number: \_\_\_\_\_ Expiration: \_\_\_\_\_

(Note: Passport must be valid for 6 months after September 1, 2013)

Please tell us a little something about yourself:

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**HEALTH INFORMATION**

My Name: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ (Name) \_\_\_\_\_ (Phone)

Family Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Medications You Are Taking	Dosage Each Time	Times Per/Day
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Special Medical Conditions:  
\_\_\_\_\_  
\_\_\_\_\_

Where I will keep my medication: \_\_\_\_\_

I certify that prior to my departure I have had a comprehensive medical examination and have been found physically and psychologically capable to participate in this program.

I give my consent to have this information released to the administrator of the school where I will be teaching so that he/she will have it available in case of emergency.

\_\_\_\_\_  
Signature Date

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**TERMS and CONDITIONS**

As an applicant for a program conducted by **International Partnerships In Education, LLC** (hereafter referred to as **IPIE.US**) I have read, understand and agree to all of the terms and conditions contained in this document, which I have signed with the understanding that these terms and conditions are binding upon me and that I am legally required to meet and carry out the terms and conditions of this document. All references to **IPIE.US** shall include its directors, officers, employees, agents, representatives and affiliates as well as all sponsoring, cooperating and/or contracting institutions located anywhere in the world that may be involved in any way with the program.

As part of this cross-cultural experience, as a program participant, I will receive:

- Round-trip international air transportation USA – China (Los Angeles gateway)
- All program air and tour transportation within China
- Program orientation
- All program lodging, 3-star hotel or better, in China (double occupancy)
- All meals (except on-your-own days)
- Excursion in Guangzhou, China (1-day)
- Cultural tour of Beijing, China (3-days)
- On-campus support
- Tour guide

In return, as a program participant, I agree to utilize my teaching skills and experience to prepare appropriate lesson plans and teach to my assigned Chinese students for 18 days over a 21-day period.

I understand and agree that I am required to have a passport valid for six months after the conclusion of my stay in a foreign country and that a valid visa is required for the activity for which I am contracted. While **IPIE.US** will supply information and will assist with the process, it is my sole responsibility to obtain a visa and have it properly affixed to my passport.

I understand that I am obligated to comply with local laws, regulations and customs while traveling abroad. I also agree to conduct myself in accordance with the accepted practices of my educational organization.

I have read the program handbook for the program in which I am participating and I fully understand the difficulties that I may encounter. I have been advised by **IPIE.US** of the extreme weather conditions and strenuous working conditions that may exist in my assigned location and in my assignment. I understand that I am required to have a medical checkup and release prior to departure. I am both physically and psychologically capable of participating in the program for which I have applied.

In the event of severe illness or injury that renders me incapacitated and unable to make my own decisions abroad, I authorize representatives of **IPIE.US** or of the cooperating agency to request medical diagnosis and interventions which may include, but are not limited to, hospitalization. I authorize these persons listed above to secure any necessary medication and the administration of such medication and any emergency treatment including, but not limited to, the administration of

anesthetic and surgery. I understand that I will be personally responsible for the payment of any medical bills including, but not limited to medication, diagnosis, hospital costs, doctors cost, medically related transportation, use of hospital facilities, nurses and any other costs related to my treatment. I understand that neither **IPIE.US** nor the cooperating agency will be responsible or accountable for any such medical costs.

I agree not to hold **IPIE.US** responsible and release **IPIE.US** and any cooperating and/or contracting institutions from any and all claims and causes of action for damage to or loss of property, personal illness, injury, or death arising out of any travel or activity conducted by or under the control of **IPIE.US** or any cooperating and/or contracting institution. I shall not hold **IPIE.US** liable or responsible for any delay, inconvenience, change of itinerary, accident, expense, or damage to person, property, or otherwise in connection with any accommodation, transportation, or other service, resulting directly or indirectly from acts of God, acts of government or other authorities, wars, hostilities, civil disturbances, terrorism, strikes, riots, thefts, epidemics, quarantines, sickness, weather, and medical or customs regulations, or for any loss or damage resulting from improperly issued passports or visas.

I understand that flight tickets shall contract between the airlines and me, and that **IPIE.US** shall not be held responsible in the case of delay, missed connections, long layovers, flight cancellation and/or flight rescheduling due to inclement weather or other action on the part of the airlines. I also agree that in the event a flight is overbooked, I will not volunteer to be "bumped" for compensation in the form of money, air miles or any other consideration.

I agree to care for any property loaned to me by **IPIE.US** or the cooperating agency for personal or instructional use and to return this property in the condition it was received at the conclusion of the program or when requested by a representative of **IPIE.US**.

I agree to care for all accommodations and accommodation property to which I have been assigned. I agree not to remove any hotel or accommodation property and to personally pay for any property removed or damaged.

I accept full responsibility for any expenses other than those specifically detailed for which **IPIE.US** agrees to accept responsibility.

I understand that all delegates will depart the USA together and arrive in China together. Independent side-trips are not allowed during the program. Delegates may extend their stay in China after the program ends (at their own risk and expense) upon signing a release waiver with **IPIE.US** prior to departing the USA.

I accept full responsibility for any loss or expense incurred by my late arrival or my failure to complete the "Terms and Conditions" resulting in an early departure or missed classes. In the event of such early departure or missed classes, I accept full responsibility for any loss incurred and agree to reimburse **IPIE.US** for the full costs incurred as a result of aborting my contract. In the event of documented illness or family tragedy, it shall be at the discretion of **IPIE.US** to waive or not waive this requirement.

I have read, understand, and agree to the terms of the "Withdrawal and Refund Policy" as outlined in this document.

I understand that **IPIE.US** reserves the right to make changes in the programs itinerary's schedule and that **IPIE.US** may modify excursions, lectures, schedules, assignments, as well as all other activities.

I understand that programs are based upon complex international factors and that programs require a minimum number of participants in order to take place. In the unlikely event that a program is cancelled due to low enrollment or any other reason that precludes the operation of a program, the

sole and entire obligation assumed by **IPIE.US** will be to refund all payments received. I will make no further or additional claims against **IPIE.US**.

I agree to allow my name and email address to be distributed by **IPIE.US** to other program participants and to cooperating agencies prior to departure to facilitate program operations. In addition, I recognize that **IPIE.US** sometimes utilizes photographs of participants in brochures, on-line media and advertising materials. I hereby grant permission and waive any rights to the use of my image.

My signature constitutes my agreement to the "Terms and Conditions" described herein. I certify that I am over the age of 21 and that all statements made in this application for a position with an **IPIE.US** program are correct and true.

**Withdrawal and Refund Policy**

If I cancel from the program I must notify **IPIE.US** in writing about my withdrawal, sending the notice registered with a return receipt. Cancellations are effective only upon receipt of written notice by **IPIE.US**.

- If written notice of withdrawal is received by **IPIE.US** 150 days, or more, prior to the departure date, 100% of any program fees received will be refunded in full.
- If written notice of withdrawal is received by **IPIE.US** between 90 and 149 days prior to the departure date, 60% of any paid program fees received will be refunded.
- If written notice of withdrawal is received by **IPIE.US** 89 days, or less, prior to the departure date, 25% of any paid program fees received will be refunded.

If refund is approved, you will receive the refund in approximately six weeks.

If **IPIE.US** cancels the program, for any reason, I am entitled to a full refund of any and all paid program fees received by **IPIE.US** including deposit.

\_\_\_\_\_  
Name of Participant (Print)

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature and Seal of IPIE.US

\_\_\_\_\_  
Date

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**2012 RESERVATION FORM**

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

<b>AVAILABLE OPTIONS:</b>	<b>(US) PRICE:</b>	√	<b>(US) PRICE:</b>
<i>Departing Los Angeles</i>	<b>\$2,298.00</b>	√	<b>\$2,298.00</b>
<b>ADDITIONAL OPTIONS:</b>	-	-	-
<i>Single room supplement in Guangzhou</i>	\$1,500.00		
<i>Single room supplement in Beijing</i>	\$300.00		
<b>TOTAL:</b>	-	-	

**2011 PAYMENT SCHEDULE**

- \$500.00 (deposit) to be included with the application package
- \$998.00 payment due 2/1/12
- \$800.00 payment due 4/1/12
- Upgrade requests additional and due 6/1/12