



West Los Angeles College

Spanish Language Immersion Study Abroad Program
Guadalajara, Mexico August 1-August 14, 2010



For more information, please contact:

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Arrangements by:

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ITINERARY

Day 1: Sunday, August 1: Arrive in **GUADALAJARA**

Upon arrival, transfer on your own via taxi to your home stay accommodations for 14 night stay. Three meals a day will be offered, beginning with tonight's dinner. (D)

Days 2—12: Mon., August 2 – Fri., August 13: **GUADALAJARA**

Begin language instruction at CEPE/University of Guadalajara. You will have a comprehensive two-week, full-immersion Spanish language program, two courses, four hours per day (typically held in the morning and early afternoon). (B-L-D)

Day 14: Saturday, August 14: **GUADALAJARA – LOS ANGELES**

Move out of your home stay accommodations. Transfer on own to Guadalajara Airport for your return flight to Los Angeles, or extend your stay in Mexico. (B)

Reservations and Payments

Register at www.TourResource.com with the unique tour code provided by Prof. Culton of West Los Angeles College. A \$500 Deposit is required to register for this program, which is paid online via credit card on the Tour Resource Consultants LLC website at time of registration for this program. All payments due to TRC for this program will be paid online. The balance of Program Price is due on or before May 19, 2010. After that date, Late Fees will be added.

Cancellation Fees

All cancellations must be submitted in writing to TRC at the address shown on this page (right), and are subject to the terms of the Agreement with the West Los Angeles College Study Abroad office.

Until May 1, 2010.....	None
May 2 - May 19, 2010.....	\$500
May 20 - June 19, 2010.....	\$1000*
June 20, 2010 - Departure	No Refund

*In addition to these fees, any cancellation charges imposed by suppliers of travel services will be assessed.

Program Price

Share Twin:	\$1100
Single Supplement:	\$100

The Program Price Includes

- ◇ 13 Nights homestay accommodations, based sharing a twin-bedded room, with a family in Guadalajara.
- ◇ Three meals daily in Guadalajara at the home stay accommodations.
- ◇ Comprehensive two-week, full-immersion Spanish language program, two courses, four hours per day, for a total of 40 hours.
- ◇ CEPE Registration Fee.
- ◇ Taxes and service charges related to the Institute and the accommodations.

The Program Does Not Include

- ◇ West Los Angeles College course registration tuition/fees.
- ◇ Books.
- ◇ Airfare (round-trip flights) or transfer from the Guadalajara Airport to home stay accommodations.
- ◇ Optional excursions throughout Central Mexico (available through CEPE at additional cost).
- ◇ Passport fees.
- ◇ Travel Insurance. (Optional individual travel insurance policies with coverage for trip cancellation are available at an affordable rate at www.TourResource.com)
- ◇ All other items not listed under Program Price Includes.

DISCLAIMER The Los Angeles Community College District (LACCD) has made every reasonable effort to determine that everything stated in this brochure is accurate. Courses and programs offered together with other matters contained herein, are subject to change without notice by the administration and/or Board of Trustees of the LACCD for reasons related to enrollment, finances, scheduling, dates, cost, or for any other reason, at the discretion of the District. The District further reserves the right to add, amend or repeal any of the rules, regulations, policies or procedures. Travel, housing, meals and other logistical arrangements are provided by a contracting agency not affiliated with the LACCD. Participants will be required to sign a travel study request and release. Also required is limited health and travel accident insurance. Trip cancellation and baggage loss insurance are strongly recommended. The LACCD is not held responsible for losses due to the lack of any insurance coverage. Affirmative Action Policy. The policy of the LACCD is to implement affirmatively equal opportunity to all qualified employees and applicants for employment without regard to race, color, national origin, ancestry status, religion, creed, sex, pregnancy, age, handicap, marital status, medical condition (cancer related), sexual orientation or veteran status. Inquiries regarding the application of this policy may be directed to the Office of Diversity Programs, (213) 891-2315. The LACCD assumes responsibility only for providing an instructor and academic credit for classes. All classes are subject to approval by the Board of Trustees of the LACCD. All students enroll for class credit through West LA College. Payment of deposit with the application to the contractor does not guarantee acceptance.

General Terms and Conditions

REFUNDS

All refunds will be based upon the cancellation schedule provided. Refunds may take 30 days or longer to process. No refunds will be made until payments are recovered by Tour Resource Consultants LLC from its suppliers. No refunds will be made on any services, meals or accommodations resulting from a participant's absence from the tour itinerary or from the non-utilization of these program components by the participant.

TOUR PRICES

All rates, quoted in U.S. dollars, are based upon the exchange rate reflected in the group's tour proposal. The price will be adjusted and may increase if international tariffs or currency exchange rates are revised. Your director or group leader will advise you of any such changes.

TRAVEL DOCUMENTS

U.S. citizens are required to possess a valid passport for international travel. Please see our website, www.TourResource.com for resources helpful in applying for passports and renewing passports, as well as other valuable resources. In some instances visas may be required.

Holders of U.S. passports and passports of countries other than the United States should inquire about individual visa requirements from the consular offices of the countries in which they will be traveling. Tour Resource Consultants LLC does not assume responsibility for obtaining passports or visas, nor responsibility if participants do not acquire the required documentation and must cancel participation in the concert tour as a result. Cancellation fees stated above will still apply.

PROPERTY DAMAGES

Any damages to hotel premises and homestay premises are the sole responsibility of the tour participant and participant agrees to indemnify and hold Tour Resource Consultants LLC harmless from such claims and damages.

ONLINE REGISTRATION

Updated itineraries and important notices for this study abroad group will be posted on the TRC website, www.TourResource.com in a secure members' area of the website exclusively for this group. The secure members' area for this group is accessible only to registered members of this group. Please ask your professor, study abroad administrator, or group leader for the unique tour code for this group. (If you were given a tour code to view this itinerary on our website, use the same code.) Please note that each website user must have their own email address. More details are available upon request.

Participants in this program must register securely online at www.TourResource.com with this unique tour code and pay a deposit at that time. Once you have registered, log back in to the website to access the secure members' area for this group and your personal page. You will have access to links, resources, the updated itinerary, your personal payment summary, links to make payments, edit your registration, and other important announcements and information about this program.

How Your Deposits are Protected with TRC

ESCROW PROTECTION

Pursuant to its registration under the California Sellers of Travel Law (CST# 2093740-40), Tour Resource Consultants LLC ("TRC") has voluntarily chosen to deposit 100% of all credit card payments received from you via our website or checks received from your study-abroad program or tour directly into a Trust Account. This means that such funds will be separate and apart from the operating funds of Tour Resource Consultants LLC. Tour Resource Consultants LLC has also agreed to allow an independent Certified Public Accountant to review its financial receipts records for various dates randomly selected by the CPA during the prior year to verify its compliance with this procedure.

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HOW DEPOSITS/PAYMENTS RECEIVED ARE PROTECTED.

When TRC receives your funds through its website payment process, the proceeds are automatically deposited into a Trust Account. Tour Resource Consultants LLC will pre-pay all hotels, meals, land transportation and/or providers of travel services and other components of your study-abroad program or tour insofar as it is feasible and practical. Only after all such expenses for the study abroad program or tour are paid will the remaining funds be transferred to the regular funds of Tour Resource Consultants LLC.

WHAT IS NOT PROTECTED

The Trust Account maintained by TRC does not protect you or any provider of travel services from loss (monetary or otherwise) resulting from the following:

- Your cancellation or interruption of your trip for any reason, including death, injury, illness of you or a family member. However, participants in this study-abroad program may purchase an individual travel insurance policy at their own expense which covers trip cancellation and trip interruption. The individual "Gold Protect Assist" travel insurance policy also provides medical and additional benefits. Go to the FAQs at www.TourResource.com for more information and to apply.
- Any delays in delivering any of the travel services.
- Any disputes involving TRC or any provider of travel services regarding the type or quality of services promised or rendered.
- Funds (including credit card payments) not received and collected by TRC.
- Travel agent payments through a miscellaneous charge order (MCO) unless Tour Resource Consultants LLC advances its own funds into the Trust Account to cover the MCO or the proceeds of the MCO are received by TRC prior to the date of your departure.
- Failure of you or your travel agent to make a timely claim for a refund in the unlikely event of a default by the airline or TRC.
- The payment of funds to your travel agent for services not provided by Tour Resource Consultants LLC, including in some cases, airline tickets.
- Individual travel insurance policies are available to protect you from some of the above losses, as stated above. The Trust Account maintained by TRC does not guarantee payment to any party which provides travel services to you.

CST# 2093740-40. This Seller of Travel is not a participant in the California Travel Consumer Restitution Fund.

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has been designed especially for you by



This document, including the preliminary itinerary, is subject to changes in both the itinerary and pricing prior to departure. Participants are responsible for any increases in price (see above). Log in to the Secure Members' Area for this group frequently at www.TourResource.com with the secure tour code provided by the college for the most up-to-date information.