

West Los Angeles College Summer Study in Salamanca , Spain June 29– July 30, 2012



ENRICH YOUR LIFE EXPAND YOUR WORLD

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Faculty

Professor Josefina O. Culton has led previous study abroad programs in Spain and Mexico, has taught at California State University at Long Beach, California State University at Dominguez Hills, El Camino College, Los Angeles Harbor College and is currently Associate Professor of Foreign Languages at WLAC. She is a native of Mexico and holds a degree from the National Autonomous University of Mexico and an MA from CSULB.

Assistance will be provided by Dr. Donald R. Culton, former Director of International Education for the Los Angeles Community Colleges. Dr. Culton has been sending students to Salamanca since 1980.



ITINERARY

Day 1 – Friday, June 29: Depart Los Angeles for Madrid

Depart from Los Angeles for Madrid. Confirmed schedule: Depart Los Angeles at 5:55PM non-stop on Iberia flight #6170 (schedule subject to change).

Day 2 – Saturday, June 30: Arrive Madrid/Salamanca

Arrive in Madrid at 2:15PM, and meet your transfer driver who will take you directly to Salamanca, an approximate 2 hour drive. Upon arrival, you will rendezvous with your host family at the school and then transfer to your home stay accommodations for your first dinner with the family. (D)

Day 3 – Sunday, July 1: Salamanca

The day will be at leisure to acquaint yourself further with Salamanca and prepare for your instruction that begins tomorrow. (B,L,D)

Day 4–8 Monday, July 2–6: Salamanca

Five days of Spanish instruction in Salamanca, 4 hours per day, Monday through Friday, typically 9:00am – 1:00pm. (B,L,D)

Day 9/10 – Saturday, July 7– Sunday, July 8: Salamanca at leisure

Two full days for pursuing individual pursuits. (B,L,D)

Days 11–15 Monday, July 9 – Friday, July 13: Salamanca

Five days of Spanish instruction in Salamanca, 4 hours per day, Monday through Friday, typically 9:00am – 1:00pm. (B,L,D)



Day 16– Saturday, July 14

Segovia/La Granja Excursion

Today enjoy a full day excursion with private motor coach and guide to the fabled cities of Segovia and La Granja. You will see a breathtaking Roman aqueduct and the El Alcazar Castle surrounded by immaculate gardens. Return to Salamanca in the late afternoon. (B,D)

Day 17 – Sunday, July 15:

Salamanca at leisure

Full day for pursuing individual pursuits. (B,L,D)

Days 18–22 – Monday, July 16– Friday, July 20: Salamanca

Five days of Spanish instruction in Salamanca, 4 hours per day, Monday through Friday, typically 9:00am – 1:00pm. (B,L,D)

Days 23/24 – Saturday, July 21– Sunday, July 22: Salamanca at leisure

Two full days for pursuing individual pursuits. (B,L,D)

Days 25 – 29 – Monday, July 23 – Friday, July 27: Salamanca

Five days of Spanish instruction in Salamanca, 4 hours per day, Monday through Friday, typically 9:00am – 1:00pm. (B,L,D)

Days 30/31 – Saturday, July 28– Sunday, July 29: Salamanca at leisure

Two full days for pursuing individual pursuits. (B,L,D)

Day 32– Monday, July 30:

Salamanca–Madrid–Los Angeles

A morning transfer from Salamanca will return the group to Madrid Airport for the return nonstop flight to Los Angeles. Confirmed schedule (subject to change): (B)

Depart Madrid

Iberia Airlines flight #6171

12:35 PM

Arrive Los Angeles

4:15 PM



Program Price Includes:

- Round-trip airfare, Los Angeles/Madrid, via Iberia Airlines, including all current air departure taxes and fuel surcharges (subject to change until ticketed).
- 30 nights Home-stay accommodation in Salamanca, price per person sharing a twin-bedded room
- Three meals a day in Salamanca
- Spanish Instruction: 20 hours per week, 4 hours per day, Monday through Friday, at the Universidad Pontificia Salamanca, focusing on practical use of Spanish, Conversational Spanish, and Spanish Review, from beginning to advanced levels of instruction.
- Full day excursion with private motorcoach and guide to Segovia and La Granja
- Guided half day tour of Salamanca
- Free Internet access at the Universidad two days a week in the afternoons
- Language laboratory available two days a week in the afternoons
- Round trip transfers to and from the Madrid Airport
- Travel Guard Insurance which covers travel delay, missed connection, medical expenses and emergency medical transportation



Program Price Does Not Include:

- West Los Angeles College tuition and registration fees.
- Gratuities for motorcoach drivers and guides.
- Personal expenses, such as passport.
- All other items not listed under “Program Price Includes”.

Air/Land Program Prices

Prices are based on current (2012) agreements with suppliers of services such as the University, airlines and others. Pricing based on current exchange rates (\$1.00 USD = .728 euro as of October 2011). Prices are subject to change.

This price is based on a minimum of 15 participants.

Air/Land Inclusive (Twin room):	\$3,920
Land Only (Twin room):	\$2,725
Single Room Supplement:	\$120



General Terms & Conditions

RESERVATIONS & PAYMENTS:

To register for this program: A \$500 deposit is required by Monday, March 19th, 2012.

Balance Due/ Final Payment by Friday, April 27, 2012

Payments may be made by Credit Card and Debit Card through our website. If website payment is unavailable, please contact Tour Resource Consultants LLC (“TRC”) to learn about procedures for tendering payment. Personal checks and alternative methods of payment (such as PayPal) will not be accepted. Late registrations may be subject to a Late Registration Fee of \$200. If you fail to make any required deposit or payment on time, a Late Fee of \$200 may be imposed. If the Balance Due is not paid by the payment deadline, a Late Payment Fee of \$200 will be imposed.

Important Note: Prices are subject to change; see above.

CANCELLATIONS:

All cancellations must be submitted in writing to TRC, and are subject to the terms of the Agreement for Services with your educational institution. The cancellation date is the date on which TRC receives the signed written notification of the intent to cancel at its place of business.

Date of Cancellation	Cancellation Charges
Until March 19, 2012	\$300*
March 20–April 27, 2012	\$500*
April 28, 2012– May 29, 2012	\$1000*
May 30, 2012– Departure	No Refund

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



More Terms & Conditions

REFUNDS

All refunds will be based upon the cancellation schedule provided above. 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 group airfare reservations, air taxes/fuel surcharges, international tariffs or currency exchange rates are revised. Your study-abroad administrator, teacher 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 program as a result. Cancellation fees stated above will still apply.



more Terms & Conditions

GROUP AIR

If you register for group air (included in total program price) you have made a commitment to use the group air reservation. If you later wish to purchase your own airline ticket, you may incur an Air Cancellation Fee of up to \$500. Before making such a decision, please contact TRC to find out if this cancellation fee would apply.

PROPERTY DAMAGES

Any damages to homestay, apartment hotel 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 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. 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.

How Deposits/Payments received are Protected.

When TRC receives your funds through this website, they are automatically deposited into a Trust Account. If Tour Resource Consultants LLC is providing air transportation on a scheduled air carrier as a part of the tour package, TRC will pay the air carrier for your ticket in advance of your scheduled departure date. In addition, TRC 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 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, all of TRC's study-abroad programs and tours include group travel insurance policies which provide some coverage for trip cancellation and trip interruption. See Travel Insurance pages, above.
- ❖ Any delays in delivering any of the travel services. However, all of TRC's study-abroad programs and tours include group travel insurance policies which provide some coverage for travel delays. See Travel Insurance pages, above.
- ❖ 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 air carrier ceases to operate after TRC has paid for your airline ticket.
- ❖ The payment of funds to your travel agent for services not provided by Tour Resource Consultants LLC, including in some cases, airline tickets.
- ❖ Various types of travel insurance programs are available to protect you from some of the above losses. All of TRC's study-abroad programs and tours include group travel insurance policies. See Travel Insurance pages, 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.



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, or costs 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, which is included. 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.



WEST LOS ANGELES COLLEGE SUMMER IN SALAMANCA, SPAIN

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 for the most up-to-date information.

