



OFFICE OF HIGHER EDUCATION

ASIA COMMITTEE

2010 Asia Tour

January 2010

Dear Colleague:

As the Director of the **CIS Asia Fall 2010 Tour**, it gives me great pleasure to present to you the planned stops in East and Southeast Asia. The tour is delivered by the Council of International Schools as a service to you and your institution. CIS is a highly regarded non-profit organization that has been sponsoring undergraduate student recruitment tours worldwide for more than years. The CIS Asia Committee is comprised of a group of experienced admission professionals who volunteer their time to plan and direct recruitment tours specifically to the Asia-Pacific region and Indian sub-continent.

The tour, which is scheduled for September 2010, is designed to be productive and enjoyable, both personally and professionally. Tour participants will meet in Los Angeles on Monday, September 6, depart from Los Angeles International Airport on Tuesday, September 7 and return to Los Angeles International Airport on Saturday, September 25. As with previous CIS Asia Tours there is the option to join the CIS India Tour, led by Ms. Jessica Ricker from Connecticut College, starting on Saturday, September 25 in Kolkata.

Following are the proposed stops for the CIS Asia Fall 2010 Tour: Tokyo, Japan; Seoul, Korea; Shanghai and Shenzhen, China; Taipei, Hsinchu and Kaohsiung, Taiwan; Hong Kong; Bangkok, Thailand; Manila, Philippines; Jakarta, Indonesia; and Singapore. Further information, the tour description, cost, itinerary and the application for participation can be found in this packet or downloaded from www.cois.org (click on Higher Education Services, then Student Recruitment Events, then Tours).

The CIS Asia tour focuses solely on undergraduate recruitment. We will visit international schools that traditionally have sent students to the United States. When appropriate, we will also work with US Educational Advising Centers to advertise our programs to other high schools and prospective students to encourage them to attend these programs. Tour participants will conduct in-depth workshops to help students, parents, guidance counselors and teachers understand topics such as admission, financial aid, scholarships and adjustment to college life. Finally, whenever possible, we will schedule "institutional time" so that tour participants can meet with alumni and students on an individual basis.

The application and \$1000 deposit (required) are due by **April 15, 2010**. The estimated cost of the tour, including transpacific flights in business class to/from Los Angeles is **\$17,900**. Please note that non-CIS member institutions are required to pay an additional \$200. Preference will be given to applicants who meet all the participation conditions and deadlines listed below. If your institution is not selected to participate on this tour, your deposit will be refunded.

If you have any questions, please do not hesitate to contact me at either 310.303.7311 or pavery@marymountpv.edu. You may also direct questions about the tour or CIS in general to the CIS Office of Higher Education, at 1.607.272.5758.

The 2010 tour promises to be both productive and enjoyable. I hope you will join us in September!

Sincerely,
Paula Avery, Tour Director
Director of Admission, Marymount College, Palos Verdes

ITINERARY AT A GLANCE

<u>Date/Weekday</u>	<u>Overnight City</u>	<u>Description</u>
September 6 / Monday	Los Angeles	Arrive Los Angeles on your own
September 7 / Tuesday	En route	Group orientation in hotel in Los Angeles; depart for Japan
September 8 / Wednesday	Tokyo	Arrive Tokyo; transfer to hotel
September 9 / Thursday	Seoul	School visits and college fairs in Tokyo; flight to Seoul
September 10 / Friday	Seoul	School visits and college fairs in Seoul
September 11 / Saturday	Shanghai	Flight to Shanghai/Institutional time
September 12 / Sunday	Shanghai	Institutional time/Optional tour/Optional counselor dinner
September 13 / Monday	Taipei	School visits and college fairs in Shanghai/flight to Taipei
September 14 / Tuesday	Taipei	School visits and college fairs in Hsinchu and Taipei
September 15 / Wednesday	Hong Kong	School visits and college fairs in Kaohsiung; flight to Hong Kong
September 16 / Thursday	Hong Kong	School visits and college fairs in Shenzhen/Optional counselor dinner in Hong Kong
September 17 / Friday	Hong Kong	School visits and college fairs in Hong Kong
September 18 / Saturday	Bangkok	Institutional time in Hong Kong; Flight to Bangkok
September 19 / Sunday	Bangkok	Institutional time/Optional tour to Ayutthaya/Optional counselor dinner
September 20 / Monday	Manila	School visits and college fairs in Bangkok; flight to Manila
September 21 / Tuesday	Jakarta	School visits and college fairs in Manila; flight to Jakarta
September 22 / Wednesday	Jakarta	School visits and college fairs in Jakarta
September 23 / Thursday	Singapore	Flight to Singapore/Optional counselor dinner/Institutional time
September 24 / Friday	Singapore	School visits and college fairs in Singapore/Closing dinner
September 25 / Saturday	Los Angeles	Flights to Los Angeles or continue to India

INCLUDED FEATURES

Destinations:	Tokyo – Japan; Seoul – Republic of South Korea; Shanghai and Shenzhen – People's Republic of China; Taipei and Kaohsiung – Taiwan; Hong Kong – Hong Kong, SAR; Bangkok – Thailand; Manila – Philippines; Jakarta – Indonesia; Singapore – Singapore
Transportation:	By Business Class transpacific from Los Angeles, CA to Tokyo, Japan and back to the USA from Singapore to Los Angeles, CA. Business or Economy Class on intra-Asia flights.
Accommodations:	Nineteen nights at first class hotels, single rooms/private baths
Transfers:	Included from each airport to the hotel and vice versa, by private motor coach. All group transfers for school visits and college fairs are also included.
Orientation/ Debriefing:	Orientation meeting for all participants in Los Angeles; debriefing in Singapore.
Meals:	Daily buffet breakfast, opening breakfast in Los Angeles and closing group dinner in Singapore.
Gratuities & Taxes:	All gratuities and taxes in connection with the "Included Features" are included. Airport and hotel porters, chambermaids, drivers and guides gratuities are all included. Airport departure taxes and entry fees are also included.
Visas:	Visas are required for China and Indonesia. If you are a citizen of another country, you may be required to apply for additional visas – to be determined at a later time.
CIS Tour Director:	Paula Avery, Director of Admission, Marymount College, Palos Verdes, CA.
Tour Manager:	Gary Taylor, a professional tour manager from World Travelers, will accompany the group and handle all technical travel details.
Pre-Trip Materials:	Appropriate tour information and pre-departure literature will be mailed to all tour participants.
Tour Materials:	Luggage tags, tour booklet, name tag and table sign will be provided to all participants.
Miscellaneous:	A variety of optional dinners (meal costs not included) with counselors and/or educational advisors are planned. Information on schools to be visited on the tour and cultural background information on the countries to be visited will be provided in advance. A CIS brochure with information about each participating institution will be provided to each school to share with prospective students and school counselors.

EXCLUDED FEATURES

The following services/items are NOT included in the price of the tour: Passport; passport photos; meals not specified in the itinerary; optional tours; telephone calls, laundry, valet service, room service, or any other items of a personal nature; any other service/items not specifically mentioned in the itinerary or under "Included Features" above.

Note: Travel Insurance is NOT included, but is strongly recommended

TOUR COST

CIS Asia Fall 2010 Land & Air Package Starting and ending in Los Angeles (LAX)

- | | |
|--|-------------|
| A. CIS Member College Participants | \$17,900.00 |
| B. Non-CIS Member College Participants | \$18,100.00 |

All prices are derived from exchange rates of foreign currencies (as of December 2009) and are subject to change in accordance with the re-evaluation of the US Dollar.

TERMS AND CONDITIONS

Registration/Payment:

- Your deposit of \$1000 must accompany the enclosed application form. Participants must meet the conditions for participation, and applications should be returned by **April 15, 2010**. If for any reason an institution cannot be accommodated on the tour, deposits will be fully refunded.
- Payment for the balance of the tour costs will be due no later than **June 1, 2010**.

General Conditions for Participation:

- The tour may be limited to twenty-eight participants plus the CIS tour director and the World Travelers tour manager.
- Participants must take part in the entire tour due to group travel arrangements and advance publicity. No institution may send more than one representative.
- U.S. Institutions will have priority for participation. Preference will be given to applicants with three years of professional admission experience.
- Participants must be prepared to make presentations on US higher education and the college admission process in general. They must also be familiar with admission and financial aid policies at their own institutions and general concerns of international students.
- Participants must adhere to the statements on ethical professional practice and behavior of the Council of International Schools and the National Association for College Admission Counseling.

Cancellations/Penalties:

Fees will be assessed for cancellations in the following manner:

<u>CIS Asia Tour 2010</u>	
Date of Cancellation	Refund Policy
On or before April 15, 2010	Full refund of the total tour fee, including \$1000 tour deposit
After April 16, 2010 through June 30, 2010	50% of the total tour fee is refundable, less the tour deposit of \$1000 plus any unrecoverable tour expenses.
After July 1, 2010	No refund

World Travelers and CIS will only accept **written** cancellations.

401 East State Street, Suite 405 • Ithaca, New York 14850 • USA
Tel: 607 272 5758 • Fax: 607 272 5051 • E-mail: cisus@cois.org

APPLICATION DEADLINE

April 15, 2010

Please send the completed application form along with your **US \$1000.00 deposit** made payable to **CIS** to:

Council of International Schools ~ CIS
Office of Higher Education
401 E. State Street, Suite 405
Ithaca, NY 14850
Tel: (607) 272-5758 Fax: (607) 272-5051
E-mail: cisus@cois.org

For further **program information** contact:

Paula Avery, Tour Director
Director of Admission
Marymount College, Palos Verdes
30800 Palos Verdes Drive East
Rancho Palos Verdes, CA 90275
Tel: (310) 303-7311 Fax: (310) 265-0962
Email: pavery@marymountpv.edu

For any questions concerning the **travel arrangements** contact:

Gary Taylor, Tour Manager
World Travelers, Inc.
1645 So. 500 W.
Woods Cross, UT 84010
Tel: (801) 298-9137 • Fax: (801) 298-9148
Email: gt@travelwt.com