



# OFFICE OF HIGHER EDUCATION

## LATIN AMERICA COMMITTEE

### 2010 Latin America Tour

January, 2010

Dear Colleague:

A very warm greeting on behalf of the CIS Latin America Committee! As the tour director, I am pleased to introduce the fall 2010 Latin America Tour. The Council of International Schools (CIS) is a non-profit organization that has been sponsoring recruitment tours around the world with a specific focus on undergraduate students for over 30 years. The Latin America Committee members include experienced admission professionals who volunteer their time to plan and direct first-rate and productive recruitment tours throughout Latin America and the Caribbean.

Each year we visit international high schools that traditionally send students to the United States and also invite local non-international high schools to attend these programs. Tour participants conduct in-depth workshops and attend events to help students, parents, US Educational Advisors and guidance counselors understand topics on admission, financial aid, scholarships and adjustment to college life. We will also have an incredible opportunity to build relationships with guidance counselors whose cities we are not visiting, since we have arranged for them to spend a day with us at TWO of our stops. As well, Representatives will have the opportunity to donate their time to a community-service project sponsored by the tour. Finally, the schedule allows for "institutional time" whenever possible, so that we can meet with prospective students and alumni on an individual basis.

The tour participants will depart from Miami, FL on Monday, September 6<sup>th</sup> and return to the US on Thursday, September 23<sup>rd</sup>. The following itinerary is proposed (subject to change):

Salvador, Brazil	Quito, Ecuador	Managua, Nicaragua
Sao Paulo, Brazil	Guayaquil, Ecuador	San Salvador, El Salvador
Buenos Aires, Argentina	Guatemala City, Guatemala	Panama City, Panama
Lima, Peru	San Jose, Costa Rica	

**The application deadline is Wednesday, March 31, 2010**, and a deposit of \$1,000 is required. If for any reason your institution cannot be accommodated on the tour, your deposit will be refunded. The estimated cost for this year is \$15,400 (including deposit). Please note that non-CIS member institutions will be required to pay an additional \$200. Further information including the tour description, cost, itinerary, terms of participation, and the tour application can be found on-line [www.cois.org](http://www.cois.org) (click on Higher Education Services, then Recruitment Tours). The CIS Institute will also return to this region on October 11 & 12, 2010, for a professionally rewarding workshop in Monterrey, Mexico.

If you have any questions, please do not hesitate to contact me at 1.401.598.4905 or via email to [fjohnson@jwu.edu](mailto:fjohnson@jwu.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,

Fred G. Johnson, Jr., Tour Director  
Director of International Recruitment  
Johnson & Wales University

## CIS TOURS Latin America Fall 2010

### ITINERARY

Salvador, Sao Paulo, Santiago, Lima, Iquitos, Quito, Guayaquil,  
Guatemala City, San Jose, Guanacaste, Managua, San Salvador, Panama City

<u>Date/Weekday</u>	<u>Overnight City</u>	<u>Description</u>
6 September/Monday	-	Departures from US Gateway
7 September/Tuesday	Salvador, Brazil	Arrivals in <b>Salvador</b> Orientation Meeting & Opening Dinner. Overnight at Hotel.
8 September/Wednesday	Salvador, Brazil Sao Paulo, Brazil	Breakfast at the hotel. Morning Program & College Fair. Flight to <b>Sao Paulo</b> . Overnight at Hotel.
9 September/Thursday	Sao Paulo, Brazil Buenos Aires, Argentina	Breakfast at the hotel. Morning Program & College Fair. Lunch Afternoon College Fair. Afternoon flight to <b>Buenos Aires..</b> Overnight at Hotel.
10 September/Friday	Buenos Aires, Argentina Lima, Peru	Breakfast at the hotel. Morning Program & College Fair. Afternoon Program & College Fair. Evening flight to <b>Lima</b> . Overnight at Hotel.
11 September/Saturday	Lima, Peru Iquitos, Peru	Breakfast at the hotel. Morning flight to <b>Iquitos</b> Boat ride to lodge. Institutional Time. Overnight at Hotel.
12 September/Sunday	Iquitos, Peru	Breakfast at the hotel. Institutional Time. Overnight at Hotel.
13 September/Monday	Iquitos, Peru Lima, Peru Quito, Ecuador	Breakfast at the hotel. Morning flight to <b>Lima</b> Afternoon Program & College Fair. Evening flight to <b>Quito</b> .. Overnight at Hotel.
14 September/Tuesday	Quito, Ecuador	Breakfast at the hotel. Morning Program & College Fair. Counselor Workshop. Dinner with Counselors. Overnight at Hotel.
15 September/Wednesday	Quito, Ecuador Guayaquil, Ecuador Guatemala City, Guatemala	Breakfast at the hotel. Morning flight to <b>Guayaquil</b> . Morning Program & College Fair. Afternoon flight to <b>Guatemala City</b> .Overnight at Hotel.
16 September/Thursday	Guatemala City, Guatemala	Breakfast at the hotel. Morning Program & College Fair. Service Project. Mid tour meeting <b>Guatemala City</b> . Overnight at Hotel.

17 September/Friday	Guatemala City, Guatemala San Jose, Costa Rica Guanacaste, Costa Rica	Breakfast at the hotel. Morning flight to <b>San Jose</b> . Morning Program & College Fair. Charter flight to <b>Guanacaste</b> . Institutional Time. Overnight at Hotel.
18 September/Saturday	Guanacaste, Costa Rica	Breakfast at the hotel. Institutional time. Overnight at Hotel.
19 September/Sunday	Guanacaste, Costa Rica Managua, Nicaragua,	Breakfast at the hotel. Institutional time. Charter flight to <b>San Jose</b> Evening flight to <b>Managua</b> . Overnight at Hotel.
20 September/Monday	Managua, Nicaragua San Salvador, El Salvador	Breakfast at the hotel. Morning Program & College Fair. Afternoon flight to <b>San Salvador</b> . Overnight at Hotel.
21 September/Tuesday	San Salvador, El Salvador Panama City, Panama	Breakfast at the hotel. Morning Program & College Fair. Afternoon flight to <b>Panama City</b> . Overnight at Hotel.
22 September/Wednesday	Panama City, Panama	Breakfast at the hotel. School Visits/promotion. Tour review with Lunch Counselor Workshop/reception. Evening College Fair. Farewell Party. Overnight at Hotel.
23 September/Thursday	-	Breakfast at the hotel. Transfer to the Airport. Departures to US Gateways.

### INCLUDED FEATURES

<b>Destinations:</b>	Salvador & Sao Paulo, Brazil; Buenos Aires, Argentina; Lima & Iquitos, Peru; Quito & Guayaquil, Ecuador; Guatemala City, Guatemala; San Jose & Guanacaste, Costa Rica; Managua, Nicaragua; San Salvador, El Salvador; Panamá City, Panamá.
<b>Transportation:</b>	By economy class jet: Miami MIA / Salvador; Salvador / Sao Paulo; Sao Paulo / Buenos Aires; Buenos Aires / Lima; Lima/ Iquitos; Iquitos/ Lima; Lima/ Quito; Quito / Guayaquil; Guayaquil/Guatemala City; Guatemala City/San Jose; San Jose/Guanacaste; Guanacaste/ San Jose; San Jose/ Managua; Managua/ San Salvador; San Salvador/ Panama City; Panama City/ Miami MIA
<b>Accommodations:</b>	Sixteen nights at first class hotels, single rooms/private baths.
<b>Transfers:</b>	All group arrival and departure 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 included.
<b>Orientation/Debriefing:</b>	Orientation meeting in Salvador and debriefing in Panama City.
<b>Meals:</b>	Daily Breakfast. Opening Dinner in Salvador, Tour Review Lunch and Closing Dinner in Panama City; two Counselor Dinners and a Counselor Reception.
<b>Gratuities &amp; Taxes:</b>	All gratuities and taxes in connection with the "Included Features" are included. Airport porters, chambermaids, drivers and guides gratuities are all included. Airport departure taxes and entry fees are also included.
<b>Visas:</b>	For US citizens: Visa fees for Brazil

- CIS Tour Director:** Fred Johnson, Director of International Recruitment  
Johnson & Wales University  
Providence, Rhode Island
- Tour Manager:** A professional tour manager, from Wren & Fida International, will travel with the group and handle all technical travel details.
- Pre-Trip Materials:** Appropriate tour information and pre-trip literature will be mailed to all tour participants.
- Tour Materials:** Luggage Bag, Luggage Tags, Tour Booklet, Table Signs and personalized name badge will be provided for all participants.
- Miscellaneous:** A specially prepared CIS trip booklet with information on the schools to be visited on the tour and cultural background information on the countries to be visited.

### EXCLUDED FEATURES

The following services/items are NOT included in the price of the tour: Passport; passport photos; meals not specified in the itinerary; 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**

### COST

#### CIS Latin America Fall 2010 Land & Air Package

Starting and ending in Miami MIA

A. CIS Member College Participants	\$15,400.00
B. Non-CIS Member College Participants	(+ \$200.00)

**\*Price of the tour is subject to changes due to: re-evaluation of the US dollar, fuel surcharges, government taxes, airport departure taxes, reciprocity taxes, entry visa fees, itinerary changes and all other items not in the control of Wren & Fida International.**

### TERMS AND CONDITIONS

#### Registration/Payment:

- Your deposit of \$1000 must accompany the enclosed application form. Participants must meet the conditions for participation, and **the application deadline is Wednesday, March 31, 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 May 1, 2010.

#### General Conditions for Participation:

- The tour will be limited to 30 participants plus the CIS tour director and the Wren & Fida tour manager.
- Participants must take part in the entire tour, due to group travel arrangements and advance publicity.
- Participants must have three years of admissions 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>Date of Cancellation</u>	<u>Refund Policy</u>
On or before <b>March 31, 2010</b>	Full refund of the total tour fee, including \$1000 tour deposit
From <b>April 1, 2010</b> Through <b>April 14, 2010</b>	Full refund, less the tour deposit of \$1000
From <b>April 15, 2010</b> Through <b>May 1<sup>st</sup>, 2010</b>	50% of the total tour fee is refundable, less the tour deposit of \$1000 plus any unrecoverable tour expenses.
<b>After May 1<sup>st</sup>, 2010</b>	No refund

Wren & Fida International will only accept **written** cancellations.

**APPLICATION DEADLINE**  
**Wednesday, March 31, 2010**

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*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  
Email: [cisus@cois.org](mailto:cisus@cois.org)

For further **program information** contact:

**Fred Johnson, Jr., Tour Director**  
Director of International Recruitment  
**Johnson & Wales University**  
8 Abbott Park Place  
Providence, RI 02903 USA  
Tel: (401) 598-4905 • Fax: (401) 598-4901  
Email: [fjohnson@jwu.edu](mailto:fjohnson@jwu.edu)

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

**Sue Komarnicki**  
Senior Associate Director  
**Wren & Fida International**  
320 East 900 South  
Salt Lake City, UT 84111  
Tel: (801) 364-4481 / (888) 303-4481 • Fax: (801) 364-4330  
Email: [skomarnicki@wfintl.com](mailto:skomarnicki@wfintl.com)