



OFFICE OF HIGHER EDUCATION  
COMMITTEE FOR EUROPE, THE MIDDLE EAST AND AFRICA

2010 Eurasia Tour

October 2009

Dear Colleague:

On behalf of the CIS Committee for Europe, the Middle East and Africa, I am pleased to present a recruitment tour to Eurasia in April/May 2010. 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 nearly 30 years. The Committee for Europe, the Middle East and Africa is composed of a group of experienced admission professionals who volunteer their time to plan and direct recruitment tours to these regions. The collective experience of committee volunteers allows CIS to provide thoughtful, efficient and professional recruitment opportunities in various regions around the world, including our newest tour to Eurasia.

The Committee has set a vigorous pace for this succinct four-city tour. Educational programs include workshops, college fairs, and presentations for students, parents, and guidance counselors. The tour targets national and international schools that traditionally send student to the United States for undergraduate education. The dates of the tour are April 25 – May 1, 2010 and we plan to visit the following cities:

- Almaty, Kazakhstan
- Tashkent, Uzbekistan
- Baku, Azerbaijan
- Tbilisi, Georgia

The application deadline for the Eurasia Tour (as well as the Middle East Tour) is January 15, 2010, and a deposit of \$1,000 is required with all applications. Further details including the tour itinerary, cost, included features, terms of participation, and the tour application form can be found at the CIS website [www.cois.org](http://www.cois.org) under the links for Higher Education. Should you need additional information, please do not hesitate to contact me at 1.518.564.3287 or [jackie.vogl@plattsburgh.edu](mailto:jackie.vogl@plattsburgh.edu). You can also direct questions about the tour or CIS in general to the CIS Office of Higher Education, at 1.607.272.5758.

The tour promises efficient, productive, and enjoyable opportunities to recruit exceptionally well-qualified students from some of the region's best international schools. I invite your application to participate and hope you will join me in April!

Sincerely,

Jackie Girard Vogl, Tour Director  
Director of International Student Services  
State University of New York (SUNY) Plattsburgh

*P.S. Please note the CIS Eurasia Tour has been conveniently scheduled as a compliment to the CIS Middle East Tour which will take place from April 11 – 23, under the direction of J.C. Tesone from Vassar College. If you are interested, please contact J.C. at [jctesone@vassar.edu](mailto:jctesone@vassar.edu) and he will be happy to share additional information.*

Council of International Schools  
2010 CIS Eurasia Tour  
Itinerary

<u>Day/Date</u>	<u>Overnight City</u>	<u>Description</u>
April 24/ Saturday	Almaty	Arrivals from US or Middle East Tour. Overnight at Hotel
April 25/ Sunday	Almaty	Institutional Time, Orientation Meeting and Opening Dinner. Overnight at Hotel
April 26/ Monday	Tashkent	Morning school visits, transfer to airport. Evening flight to <b>Tashkent</b> . Overnight at Hotel.
April 27/ Tuesday	Tashkent	Morning school visits, institutional time. Evening Reception. Overnight at Hotel.
April 28/ Wednesday	Baku	Flights to <b>Baku</b> Overnight at Hotel
April 29/ Thursday	Baku	Morning school visits. Embassy visit Institutional Time Overnight at Hotel
April 30 /Friday	Tbilisi	Morning flight to <b>Tbilisi</b> . Late morning School visit. Institutional Time. Tour Debriefing And Closing Dinner/ Overnight at Hotel.
May 1/ Saturday	Departures to US	Transfer to airport for departures to home.

**Council of International Schools**  
**2010 CIS Eurasia Tour**  
**Included Features**

<b>Destinations:</b>	Almaty, Kazakhstan; Tashkent, Uzbekistan; Baku, Azerbaijan; Tbilisi, Georgia
<b>Transportation:</b>	By economy class jet: Almaty/Tashkent; Tashkent/Baku; Baku/Tbilisi.
<b>Accommodations:</b>	Seven nights at first class hotels, single rooms/private baths. Hotel list will be sent to each participant upon receipt of deposit
<b>Transfers:</b>	Included from 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 Almaty and debriefing in Tbilisi.
<b>Meals:</b>	Daily Breakfast. Opening lunch in Almaty and closing dinner in Tbilisi.
<b>Gratuities &amp; Taxes:</b>	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.
<b>Visas:</b>	For US citizens: Visa fees to be paid upon arrival for following countries: Kazakhstan, Uzbekistan, Azerbaijan, and Georgia. Other nationalities will be considered on an individual basis.
<b>CIS Tour Director:</b>	Ms. Jacqueline Girard Vogl, Director, International Services, SUNY, Plattsburgh, New York.
<b>Tour Manager:</b>	A professional tour manager, from Wren & Fida International, will travel with the group and handle all technical travel details.
<b>Pre-Trip Materials:</b>	Appropriate tour information and pre-trip literature will be mailed to all tour participants.
<b>Tour Materials:</b>	Luggage Tags, Tour Booklet, Table Signs and personalized name badge will be provided for all participants.
<b>Miscellaneous:</b>	A specially prepared CIS School Profile booklet with information on all schools to be visited on the tour and cultural background information on the countries to be visited.
<b>Travel Insurance:</b>	A secondary group travel insurance policy is included.

**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.

**Council of International Schools**  
**2010 CIS Eurasia Tour**  
**Terms & Conditions**

**Costs:**

2010 CIS Eurasia Tour Land & Air Package - Starting in Almaty and ending in Tbilisi,  
CIS Member College Participants\*

- |                               |                          |              |
|-------------------------------|--------------------------|--------------|
| • Tour Applications due:      | <b>January 15, 2010</b>  |              |
| • Deposit due to CIS:         | <b>January 15, 2010</b>  | \$1,000.00   |
| • Balance due to Wren & Fida: | <b>February 15, 2010</b> | \$6,900.00** |

\*NON-CIS Member College Participants – An additional US\$200.00 surcharge will apply for non-members.

\*\* Estimated Tour Cost. Actual Tour Cost will be available January 15, 2010 and communicated to all tour participants.

**\*Tour price is subject to change due to: revaluation of the U.S. 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 applications should be returned by January 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 February 15.

**General Conditions for Participation:**

- This Eurasia Tour is a rigorous recruitment trip designed for full-time international admission officers with at least three years of admissions experience.
- Participants must take part in the entire tour, due to group travel arrangements and advance publicity. Deviations from the tour itinerary are not prohibited.
- The tour will be limited to 15 participants plus the CIS tour director and the Wren & Fida tour manager.
- Non-U.S. institutions are generally welcome on CIS-CEMA tours, but U.S. institutions will have priority for participation.
- No institution may send more than one representative, nor may any additional travelers accompany the tour participant.
- Participants must be prepared to make presentations on U.S. higher education and/or the college admissions process in general. They must also be familiar with the specific admission and financial aid policies of their own institutions, and be familiar with the 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.
- Due to space restrictions, we will be unable to permit any institutional floor displays at the college fairs. Promotional giveaways are also not permitted.

Council of International Schools  
2010 CIS Eurasia Tour  
Terms & Conditions

**Cancellations/Penalties:** Fees will be assessed for cancellations in the following manner.

Date of Cancellation

Refund Policy

On or before **February 15th**

Full refund of the total tour fee, including \$1000 tour deposit

After **February 15th** through **March 15th**

50% of the total tour fee is refundable, less the tour deposit of \$1000 plus any unrecoverable tour expenses.

After **March 15th**

No refund

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

**APPLICATION DEADLINE**

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

For further *program information* contact:

Ms. Jacqueline Girard Vogl  
Director, International Services  
SUNY-Plattsburgh  
101 Broad Street  
Plattsburgh, NY 12901  
Tel: 518-564-3287 Fax: 518-564-2045  
Email: [jackie.vogl@plattsburgh.edu](mailto:jackie.vogl@plattsburgh.edu)

For any questions concerning the *travel arrangements* contact:

**Susan Albrecht**  
Managing 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: [salbrecht@wfintl.com](mailto:salbrecht@wfintl.com)

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