



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

2010 Middle East Tour

October 2009

Dear Colleague:

On behalf of the CIS Committee for Europe, the Middle East, and Africa, I'm pleased to introduce the spring 2010 Middle East 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 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 - and the tour to the Middle East is no exception.

The 2010 tour will run from April 11 to April 23 and our itinerary includes stops in the UAE, Qatar, Oman, Bahrain, Kuwait, Jordan and Lebanon. I anticipate a full schedule of visits promising strong interaction with students, parents, counselors, and US Educational Advisors. The tour will be conducted at a manageable pace and is structured with several day trips to limit the number of times we will need to relocate hotels. There will also be opportunities to explore the wonderful culture of the region. The itinerary for this year's tour has been designed to allow travelers the chance to smoothly transition from tour activities in the Middle East to our tour in Eurasia, which is scheduled for the week immediately following the Middle East tour.

Additionally, we are pleased to engage the services of a professional tour operator from Wren & Fida International to travel with and provide logistical assistance throughout the tour. As a result, we are able to provide a high level of service and support to tour participants both pre-departure and while traveling overseas, with special attention on flight schedules, transportation and accommodations, visa requirements and group transfers both within the various countries on our itinerary as well as cross-border.

The application deadline for the 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 under the links for Higher Education. Should you need additional information, please do not hesitate to contact me at 1.845.437.7300 or jctesone@vassar.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.

Whether you are a veteran traveler to this region or have yet to experience the gracious culture of the Middle East, you will certainly find your travels here to be personally and professionally rewarding. I hope you will join us in April.

Sincerely,

J.C. Tesone, Tour Director
Senior Associate Director of Admission
Vassar College

**Council of International Schools
2010 CIS Middle East Tour
Itinerary**

<u>Date/Weekday</u>	<u>Overnight City</u>	<u>Description</u>
Sunday, April 11	Dubai	Individual Arrivals. Overnight in Dubai.
Monday, April 12	Dubai	Orientation Meeting. School visits and College Fair. Overnight in Dubai.
Tuesday, April 13	Dubai/Abu Dhabi/Dubai	Drive to Abu Dhabi. School Visits & College Fair. Drive to Dubai. Overnight in Dubai.
Wednesday, April 14	Dubai/Doha/Dubai	Flight to Doha. School Visits and College Fair. Flight back to Dubai. Overnight in Dubai.
Thursday, April 15	Dubai	School Visits and College Fair. Institutional Time. Overnight in Dubai.
Friday, April 16	Muscat	Flight to Muscat. Institutional Time. Overnight in Muscat.
Saturday, April 17	Muscat	School Visits and College Fair. Overnight In Muscat.
Sunday, April 18	Muscat/Manama/ Kuwait City	Morning flight to Manama. School Visit and College Fair. Evening flight to Kuwait City. Overnight in Kuwait City.
Monday, April 19	Kuwait City	School Visits and College Fair. Overnight in Kuwait City.
Tuesday, April 20	Amman	Morning Flight to Amman. School Visits & College Fair. Overnight in Amman.
Wednesday, April 21	Amman/Beirut/Amman	Flight to Beirut, School Visits and College Fair. Flight back to Amman. Overnight in Amman.
Thursday, April 22 Debriefing	Amman	School Visits and College Fair. Institutional Time. Tour Meeting. Closing dinner. Overnight in Amman.
Friday, April 23	Amman	Institutional Time. Optional Tour to Petra, or Departures to home or CIS Eurasia. Overnight in Amman.
Saturday, April 24		Departures for home or to CIS Eurasia Tour.

Council of International Schools
2010 CIS Middle East Tour
Included Features

Destinations:	Dubai, United Arab Emirates; Abu Dhabi, United Arab Emirates; Doha, Qatar; Muscat, Oman; Manama, Bahrain; Kuwait City, Kuwait; Amman, Jordan; Beirut, Lebanon.
Transportation:	By economy class jet: Dubai/Doha/Dubai; Dubai/Muscat; Muscat/Manama/Kuwait City; Kuwait City/Amman; Amman/Beirut/Amman.
Accommodations:	Twelve nights at first class hotels, single rooms/private baths. Hotel list will be sent to each participant.
Transfers:	Included from airport to the hotel and vice versa, by private motor coach. All group transfers for school visits and college fairs are included.
Orientation/Debriefing:	Orientation Meeting in Dubai and debriefing in Amman.
Meals:	Daily Breakfast. Closing Dinner in Amman.
Excursions:	Desert Safari in Dubai.
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:	For US citizens: Visa fees to be paid for following countries: UAE, Qatar, Oman, Bahrain, Kuwait, Jordan, and Lebanon. All other nationalities will be considered on an individual basis.
CIS Tour Director:	JC Tesone, Senior Associate Director of Admission, Vassar College, Poughkeepsie, New York.
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 Tags, Tour Booklet, Table Signs and personalized name badge will be provided for all participants.
Travel Insurance:	A basic coverage group policy is included for all US residents.
Miscellaneous:	A specially prepared CIS School Profile booklet with information on all schools to be visited on the tour and cultural 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; and other service/items not specifically mentioned in the itinerary or under "included features" above.

Council of International Schools
2010 CIS Middle East Tour
Terms & Conditions

Costs:

2010 CIS Middle East Tour Land & Air Package - Starting in Dubai and ending in Amman,
CIS Member College Participants*

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|-------------------------------|--------------------------|------------|
| • Tour Applications due: | January 15, 2010 | |
| • Deposit due to CIS: | January 15, 2010 | \$1,000.00 |
| • Balance due to Wren & Fida: | February 15, 2010 | \$9,250.00 |

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

***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.**

Registration/Payment:

- Your deposit of \$1000 must accompany the enclosed application form. Participants must meet the conditions for participation and application deadlines in order to be considered. 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 one month following the tour application deadline. Institutions will receive an invoice for tour costs directly from Wren & Fida International.

General Conditions for Participation:

- This CEMA 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 permitted.
- The tour will be limited to 20 participants plus the CIS tour director and the Wren & Fida tour manager.
- Non-U.S. institutions are welcome on CIS CEMA tours; however 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 Middle East 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 and 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

For further *program information* contact:

Mr. JC Tesone

Tour Director

Senior Associate Director of Admission

Vassar College

124 Raymond Avenue

Poughkeepsie, New York 12604 USA

Tel: 845-437-7300 • Fax: 845-437-7063

Email: jctesone@vassar.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.com

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Tel: 607 272 5758 • Fax: 607 272 5051 • E-mail: cisus@cois.org