

**SP157/207: Spanish Language and Andean Popular Arts
Quito, Ecuador. May 30-June 27, 2009**

SCHEDULE FOR: APPLICATION, IES FORMS; PAYMENT INSTALLMENTS

ASAP:

Apply for passport

Schedule medical exam with your physician (see notes for March 13 deadline, below).

BEFORE LEAVING CAMPUS FOR WINTER HOLIDAYS:

Pick up IES Waiver and IES Medical Form, available from Prof. Jörgensen, Lattimore 422.

Fri., Jan. 23: Time and location TBA

Program meeting with Prof. Jörgensen. UR Program Application and Burton Award Application will be available at this meeting. Sara Fagan, who has been studying in Quito this fall, will be invited to join us to give her perspective on Quito and the IES program there.

Thurs., Feb. 5:

Submit Program Application and Burton Application to Prof. Jörgensen's mailbox in Lattimore 402.

Fri. and Sat., Feb. 13-14:

Notification of program acceptance and Burton Award
Notification of placement on wait list

Tues., Feb. 24:

Deposit of \$300.00 due. Hand in to Michelle O'Brien, Lattimore 403
Make checks payable to "University of Rochester"

Wed., Feb. 25:

Notification to students on wait list of their status

Fri., Feb. 27:

Deposit of \$300.00 due from students admitted from wait list

Mon., March 2:

Professor Jörgensen submits names of students to IES. IES will set up online access to selected forms for students to complete by March 16.

Tues., Mar. 3 to Mon., March 16:

Complete IES online materials: IES Abroad Arrival Information Form; and Housing Questionnaire.

Fri., March 13:

Submit completed and signed IES paper forms to Prof. Jörgensen: IES Abroad Waiver (requires signature of student and a parent); IES Medical Form (Part I to be completed by student; Part II to be completed by physician based on exam conducted in Dec. 2008, or Jan., Feb, or March 2009).

Fri., March 20:

Payment of \$1525 due. Lattimore 403

Thurs., April 9:

Payment of \$1525 due. Lattimore 403

Schedule of cancellation fees: If a student signs up for the program and cancels during March or April, the following fees are assessed by IES:

March 3-21, 2009:	\$250.00
March 22 to April 10, 2009:	\$550.00
April 11-29, 2009:	\$1100.00
April 30, 2009 or later:	\$2200.00

Refund of the remainder of the program fee (UR portion) depends on timing and circumstances of cancellation.

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