



**Application for Spring 2016
Course Abroad Program to Playa Grande, Costa Rica
March 19 – 27, 2016**

If you are 18 years of age or over, please complete this application in its entirety and submit it before November 1, 2015 along with a non-refundable deposit of \$850 (money order or cashier's check ONLY) payable to WCSU to:

**Ms. Lisa Taylor, Department of Biological and Environmental Sciences, Science Building
(203-837-8793 / Pinout@wcsu.edu)**

I. Personal Information

Full Legal Name (as it appears on your passport): _____
First Middle Last

WCSU ID number: _____ E-Mail Address: _____

Date of Birth: _____ Gender: Male Female

Nationality *: _____ Current Citizenship*: _____

U.S. Green card number*, if applicable: _____

Permanent Address Local Address (On-Campus) through ____/____/2014

Street: _____ Street: _____

City: _____ City: _____

State: _____ Zip: _____ State: _____ Zip: _____

Telephone: () _____ Telephone: () _____

Cell Phone: () _____ Cell Phone: () _____

Passport #: _____ Country of Passport Issue: _____

Date of Passport Expiration: _____

If you do not have a passport or if it has expired, you MUST immediately apply for new passport!

II. Academic Information

Academic Major: _____ Minor/Concentration: _____

Academic Standing: Freshman Sophomore Graduate Student

Number of Credit Hours Completed to date: _____ Current G.P.A.: _____

Have you met with the faculty member(s) leading this program to discuss the academic components?

Yes No

Have you met with your academic advisor to discuss how this course fits in your degree program?

Yes No

Are you currently in Good Academic Standing? Yes No Uncertain

* This information is requested solely for the purpose of determining whether you need to obtain a visa for travel to the country/countries in which this program will take place.



**Application for Spring 2016
Course Abroad Program to Playa Grande, Costa Rica
March 19 – 27, 2016**

III. Students with Special Needs

Any student wishing to assert a disability that requires accommodation must submit supporting documentation from the appropriate professional(s) to the AccessAbility Services Office. The documentation must demonstrate how the disability affects the learning situation for which the student seeks accommodation and that information must be shared with the faculty member(s) whose courses are involved in the requested accommodation. The AccessAbility Services Office will notify the faculty affected of the accommodation request in a form that identifies the student, the disability, and the type of accommodation sought, as well as any additional information that will assist in the determination of a reasonable accommodation.

IV. Statement of Understanding

I understand the following statements, as they pertain to my participation in the stated Course Abroad program, and understand that I will be financially responsible for the cost:

Overall Program Cost:

- The program travel cost is \$2,500. This includes round-trip airfare from the NY/NJ metro area, transportation to/from the US airport, field station accommodations in Costa Rica, two meals/day, emergency health insurance, airport transfers in Costa Rica, and transportation to all lab related activities.
- A **non-refundable** \$850 deposit is due with this application. It **MUST** be submitted with this application - money order or cashier's check only - payable to WCSU. (Bring to Ms. Lisa Taylor, Biology Department Business Office, 2nd floor Science Building and she will give you a permission slip to register)
- A \$1500 payment is due by January 4, 2016. (Bring to Ms. Lisa Taylor, Biology Department, 2nd floor Science Building). Refunds for this money will go according to university policy, and no refunds will be issued after February 8th.
- A \$150 payment is due by February 29, 2016. (Bring to Ms. Lisa Taylor, Biology Department, 2nd floor science building).

The program cost does NOT include:

- WCSU tuition and fees (These 4 credits should be part of your Spring Full Time Tuition. Special and non-matriculating students are welcome but they need to pay tuition and fees for 4-credits separately).
- Visa, if required / Passport (required)
- Books – See Syllabus.
- Recommended trip cancellation insurance (available through an insurance company)
- Personal expenses / incidental items

Note: In the event that WCSU is charged additional direct costs by 3rd party providers, WCSU will charge participants for these direct costs. For example, on occasion, the airline will charge a gas surcharge. This direct cost would be added to your program travel cost. It is rare that this happens, but there is a possibility.



**Application for Spring 2016
Course Abroad Program to Playa Grande, Costa Rica
March 19 – 27, 2016**

Cancellation Policy and Fees:

The deposit of \$850 is non-refundable. Anyone cancelling after January 4th will lose 10% of the \$1,500 payment, after the second week of classes students will lose 40% of their \$1,500 payment. There is no refund after the third week of classes. In order to cancel travel arrangements without further penalty, written notice of the withdrawal must be received by Ms. Lisa Taylor, prior to close of business day (5 pm) on **February 8, 2016**. If cancelling after this date, you will be charged for any direct costs incurred by WCSU on your behalf, as well as a \$200 cancellation penalty. Because cancellation fees can be *as high as the full cost of the travel program*, purchasing independent trip cancellation insurance/interruption insurance from an insurance company is highly recommended. If WCSU cancels the program for any reason, all monies will be refunded. Withdrawal/cancellation of the course(s) should be addressed with Dr. Theodora Pinou (SB 242). (Registration drop fees may also be charged, depending when you cancel/drop.)

Applicant's Name: _____

Approved by Dr. Pinou:

Signature

Date

I certify that the information submitted on this application form is correct. I understand that additional forms will be required after I am accepted into the program and have paid my deposit. I agree to complete forms as required and pay by the required deadlines or risk losing a place in this program. I also understand that program information is subject to change.

Student Signature

Date

Western Connecticut State University is committed to a policy of non-discrimination, equal opportunity and affirmative action for all persons regardless of race, color, religion, sex, sexual orientation, age, national origin, marital or veteran status, or disability. This policy is applicable to all employment practices, admission of students, programs, and services to students, faculty, staff, and the community. WCSU's affirmative action policy seeks to include persons of color, women, veterans and persons with disabilities in its educational programs and in all job groups of its workforce. The university's Office of Multicultural Affairs is located in UH 214, (203) 837-8277.

Costa Rica/appform2014