

Taking Higher Education Further



Pasadena City College Theatre in London

MARCH 30 – APRIL 8, 2001



Why Study Theatre in London



Spreading on all sides of Picadilly Circus, the historic theatres of London's West End welcome all who come to laugh or to cry, to be entertained or to be moved. The very best the world has to offer continues to grace these stages, and London continues to be the theatre capital of the world.



Excursions & Activities

Canterbury: This one day excursion will include transportation by a private motorcoach and entrances to Canterbury Cathedral and Leeds Castle. Canterbury Cathedral was the first of England's great Norman cathedrals. Leeds Castle is a magnificent medieval castle built on 2 small islands in the middle of a lake, surrounded by 500 acres of parkland and gardens.

London Eye: This is the world's highest observation wheel and it provides a 30 minute slow-moving flight over London with a spectacular view of the city.

Globe Theatre: This exhibit is the fascinating story of the re-creation of Shakespeare's Globe. You can see the reconstructed Elizabethan theatre, built with materials, techniques and craftsmanship of 400 years ago.

Five Theatre Performances: From the reconstructed Globe Theatre at Bankside to the most modern playhouses in the city, London's stages offer an unparalleled, first-hand opportunity to study the dramatic arts.

Independent Travel: You will have ample free time for self-guided sightseeing, shopping and day excursions.

Extend Your Stay: Take advantage of this opportunity to see even more of Europe. Stay on after the program is completed and travel independently to the countries you have always wanted to see. Upon receipt of your application, CAPA will send you instructions about how you can change the return date of your flight.



Academic Courses

ENGLISH-35	Major Dramatist	1 unit
ENGLISH 135	From Page to Performance	1 unit

All students will enroll in courses at Pasadena City College. Tuition will be paid directly to the college.

Participants who have already taken English 35 two times and English 135 three times (the maximum number) will need to take a new course through the Extended Learning Center and pay \$25 to the Center.

Flights & Accommodations

Flights

Round-trip air is included in the total program fee. The flight will be on a regularly scheduled major airline. The exact schedule will be distributed to all participants at the final orientation. Tickets will be distributed and seat assignments made upon check-in at Los Angeles Airport.

March 30 : Los Angeles - London

April 8: London – Los Angeles

Accommodations

Participants will stay in a three-star hotel located in central London and near a tube stop. Prices are based on double occupancy; single supplement is available at an additional cost of \$320. Participants will have the opportunity to request their own roommates; otherwise they may be placed by CAPA.

Payment Information

PROGRAM FEES

\$1,999 - based upon a minimum of 35 participants (The program cost based on a minimum of 30 participants is \$2,046)

INCLUDED:

- Roundtrip airfare on program dates from Los Angeles/London/Los Angeles
- Group transfers to/from overseas airport
- Eight nights accommodations in lively London
- Excursion and activities listed
- Daily continental breakfast
- Five theatre tickets
- London travel card for underground and bus for 7 days
- Pre-departure orientation and get together
- London orientation pack with Time Out magazine
- Welcome Reception
- Medical and travel insurance

NOT INCLUDED:

- Pasadena City College tuition and fees
- Passport and visa fees
- Airport taxes
- US airport/customs hall fees and departure taxes of \$75
- Meals not listed as included
- Personal expenses or anything not specified as included in the program

PAYMENT SCHEDULE

\$300 due with application (\$250.00 of deposit is non-refundable)
\$1,699 due January 19, 2001

LATE FEES

A late fee of \$100 will be applied to all applications received within 70 days of departure and to all accounts with an outstanding balance 70 days prior to departure.



Faculty

PATRICIA SAVOIE, Professor in the Department of English and Foreign Languages, teaches Modern Drama and has taught in and directed the Oxford Semester Abroad Program and a study tour of Ireland. She has conducted several theatre tours to London and the Oregon Shakespeare Festival.

BARBARA GALVIN, Instructor in the Department of English and Foreign Languages since 1994, teaches literature and writing classes. She has also taught in and directed the Semester Abroad Program in Florence, Italy. Barbara has lived and traveled extensively in England, and holds a Ph.D. in English from UCLA.



Information Meetings

Meet your instructors and watch video of London.

Tuesday, October 17:

12-1 pm	Room C 161
6-7 pm	Room C 161

Thursday, November 16:

12-1 pm	Room C 161
6-7 pm	Room C 161

How To Register

Please enclose a check for \$300 payable to CAPA with your completed and signed CAPA application. This deposit will secure your place on the program; \$250 of this deposit is non-refundable.

Application and deposit should be mailed to:

CAPA
PO Box 514617
Los Angeles, CA 90051-4617

Program Reference Code: 010330PCCLON

** Please include this reference code on all payments and all correspondence.*

CAPA will send you information regarding special flight requests, accommodations, and other general information.

Centers for Academic Programs Abroad (CAPA)

Contact:

For more information, please contact:

Pat Savoie (626) 585-7649 posavoie@paccd.cc.ca.us	Barbara Galvin (626) 585-7657 bagalvin@paccd.cc.ca.us
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CAPA
(800) 793-0334
mail@capaprograms.org
www.capaprograms.org

CAPA was founded in 1972 as a non-profit organization to provide students and faculty with quality overseas study programs. CAPA will coordinate all of the logistics of your program including payments, air transportation, group travel, accommodations, study centers and insurance.

CAPA is committed to sharing our experience, expertise and concern with students in order to help them become contributing, educated members of the global community.





Application

Program Reference Code: 010330PCCLON

First Name (Name must be as it appears on your passport)

Last Name

Date of Birth

☐ Male

☐ Female

Mailing Address

City

State

Zip Code

Country of Citizenship

Daytime Telephone

Evening Telephone

Social Security #

Institution you are attending or have most recently attended

Are you applying for Financial Aid? ☐ Yes ☐ No

I would like a Single Room Supplement for an additional \$320.

YES NO

I would like to share a room with someone I know.

YES NO

If yes, with whom?

I would like CAPA to select a roommate for me.

YES NO

Please indicate where you heard about this program (check all that apply):

- ☐ Program brochure ☐ Program poster ☐ Course catalog ☐ Web page ☐ Classroom visit ☐ Faculty/Counselor
☐ Peterson's Study Abroad Guide ☐ Direct mail to your home ☐ Other students/past program participants
☐ Study Abroad advisor ☐ Recruitment meeting ☐ Other (please specify)

EMERGENCY CONTACT INFORMATION (Parent/Guardian if under 18 years of age. Please do not list someone who will be traveling with you)

First Name

Last Name

Daytime Telephone

Evening Telephone

PAYMENT OPTIONS

Check one: ☐ My check/money order is enclosed payable to CAPA or charge my ☐ Visa ☐ Mastercard

Credit Card # Expiration date Amount to be charged

Signature Phone ()

Name on Card (If different from applicant) Cardholder address

SIGNATURES

I have read and understand the Agreement and Release, including the payment schedules and the cancellation and refund policy, and agree to be bound thereby:

Applicant's signature:

Date:

If the participant is under 18 years of age, the following must be completed by the parent or guardian.

I am the legal guardian or parent of the above minor applicant. I have read and understand the Agreement and the Release, including the payment schedules and the cancellation and refund policy, and agree to be bound thereby:

Parent/Guardian's signature:

Date:

RELEASE

In this contract, "CAPA" shall mean the Centers for Academic Programs Abroad, Inc., a California corporation and its employees, directors, officers, agents and affiliates. I understand and agree to the following:
1. If in the opinion of my College or CAPA, my behavior is deemed unacceptable, I may be sent home at my own expense or that of my parent/guardian and I will receive no refund for any services not received.
2. CAPA may use statements made by me, photographs and video footage of me for publicity and advertising purposes.
3. I hereby release CAPA, my college or university or other sponsor of my CAPA Program (hereinafter referred to as the "College"), for any loss or damage arising from any cause whatsoever, and, without restricting the generality of the foregoing, shall not hold CAPA or my College responsible for any sickness, injury or death, nor for any loss or damage arising from any errors or omissions contained in this brochure or other CAPA or College literature, late or non-confirmation or acceptance of bookings and loss or damage caused by delays. In addition, CAPA shall have the right, at any time in its discretion and without liability or cost therefore, to cancel any program or make an alteration in route, accommodations, price and/or details in the event of any program being rendered impossible or inadvisable by weather, strikes, war, civil unrest, terrorism, acts of God, government interference or any cause whatsoever that is beyond CAPA's control. Any and all expenses incurred as a result thereof shall be the responsibility of the participant.
4. I will indemnify CAPA for any harm I cause and accept full responsibility for any financial liability or obligation which I personally incur, or injury or damage to the person or property of others which I cause or contribute to while participating in a CAPA program.
5. It is my personal responsibility to obtain all passports, visas and required travel documents in order to enter each of the countries on my itinerary. I understand that if I am unable to obtain the necessary travel documents, I will not be entitled to a refund except as described in the Agreement.
6. CAPA is not responsible for my well-being when I am absent from CAPA supervised activities, during free time periods in homestay accommodations, or during periods of independent travel. I understand that CAPA and my College are not responsible to me for acts or omissions or persons or entities outside their control including (without limitation) airlines, surface transportation companies, homestay families and other suppliers of trip services. I agree to release CAPA and my College from all claims arising out of such events.
7. Once the CAPA Program has started, no refunds will be made for sightseeing, excursions, accommodations or other services which I have declined.
8. CAPA is not responsible for any costs arising from the loss or theft of any of my personal property at any time, including my airline ticket.
This Agreement and Release will be governed by the Laws of the State of Massachusetts. In the event that the Agreement and Release, in part or whole, shall to any extent be void or unenforceable, the remaining portions of this Agreement and Release will be deemed valid.

Agreement

1. How to Apply to a CAPA Program – Complete and sign a CAPA Application Form. If you are under 18 at the time of application, the application must be signed by your parent or legal guardian. The Agreement and Release are integral parts of the terms and conditions you accept when you travel with CAPA. They are governed by the Laws of the State of Massachusetts.
2. How to Pay for Your Program – A deposit of \$300 must accompany your application. Payment in full is due 70 days prior to departure. Mark on the check or attach to it the participant's name, the selected program, the sponsoring organization and the program reference number.
3. Payment Deadlines – You are responsible for making payments by the appropriate deadlines. To avoid a surcharge and a late fee, payments must be postmarked (for regular mail) or date marked (for overnight mail) on or before the deadline date. If the deadline date falls on a non-business day, postmarks and/or date marks must be before the deadline date.
4. Late Fees – A late fee of \$100 will be applied to all applications received within 70 days of departure and to all accounts with an outstanding balance 70 days prior to departure. If you have an outstanding balance 45 days prior to departure your application will be canceled and you will not receive a refund. If you wish to be reinstated, a fee of \$175 will be applied in addition to higher air and land costs, subject to availability. No exceptions.
5. Financial Aid – If you are applying for financial aid to pay for your program, you must indicate this on your application form. On receipt of your application form which must be accompanied by a minimum deposit of \$300, CAPA will mail you a Financial Aid Disbursement Form which will indicate exactly the procedures you must follow and the documentation required by CAPA. If the financial aid amounts and disbursement dates are satisfactory to CAPA, your application will be processed. As a financial aid participant, a minimum of 30% of the total program fee must be paid to CAPA 70 days prior to departure or you will automatically incur a \$100 late fee. The outstanding balance is due 30 days prior to departure.
6. Cancellation and Refund Policy – Cancellations can only be accepted in writing, and the effective cancellation date is the postmark date on the envelope. If you have received an airline ticket, you must return it to CAPA (certified mail, return receipt) in order to receive any refund due. Refunds are processed according to the following schedule and are mailed within 45 days of receipt of the written cancellation.

Withdrawal Date

70 or more days prior to departure
69 to 45 days prior to departure
44 to 15 days prior to departure
14 days or fewer prior to departure

Refund Amount

Full refund less \$250 non-refundable deposit
Full refund less a \$600 fee
Full refund less \$700 and any non-refundable air or land services
No refund

If a program is cancelled by CAPA or the college due to insufficient enrollment more than 50 days prior to departure, applicants will receive a full refund. If the program is cancelled within 50 days of departure, refunds will be subject to the CAPA cancellation and refund policy.

7. Returned Checks – A \$50 processing fee will be charged for any check returned to CAPA. If your check is returned and your replacement check is not received by your deadline, you will incur any applicable program fee increase or late fees. Checks will not be re-deposited to the bank.
8. Insurance – All participants on CAPA programs are provided with standard insurance. Details of all insurance policies will be provided to each participant at their final orientation.
9. Flights – The airlines are not responsible for any act, omission, or event during the time that you are not on board their aircraft. CAPA cannot guarantee non-stop flights or service on any particular carrier.
10. Special Flight Requests – Participants wishing to make special travel arrangements separate from the rest of the group must request these arrangements on the forms provided by CAPA no fewer than 70 days prior to departure. Additional charges apply and services are subject to availability.
11. Flight Information and Tickets – Airline tickets will be sent approximately one week prior to departure to participants who have paid in full. CAPA sends all airline tickets and program information to the college or directly to individuals who are departing from alternate gateways.
12. Changes in the Program – CAPA reserves the right to make the following changes which will not constitute grounds for a full refund: a) Changes in itinerary, including departure date, reversing the itinerary, and changes to the order in which cities are visited, the duration of the stay in each city and omissions of cities; b) A change in air routing or airline carriers; c) Omissions of sights or services described in the itinerary due to scheduled closures, holidays or strikes. Where possible, suitable alternatives will be provided; d) A change in program fees unless full payment is received 90 days prior to departure.



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