

STUDY ABROAD APPLICATION PACKAGE
SPRING 2010 – MADRID, SPAIN STUDY ABROAD PROGRAM

Please complete the attached forms and return them **all in one package**, along with your deposit, to:

Jackie Boll
Study Abroad Administrator
Fullerton College
321 E. Chapman Ave.
Library/LLRC, Room 823
Fullerton, CA 92832-2095

Following is a list of the required materials to be returned:

1. **NOCCCD Application Form**
2. **Vendor (AIFS) Registration Form**
3. **Deposit Check or Money Order in the amount of \$450, made payable to American Institute for Foreign Travel (AIFS).** Or you may pay the deposit by entering the appropriate credit card information on the form (including the signature of the cardholder). **Do not** fax or mail the form directly AIFS.
4. ***Five (5) 2" x 2" head shot photographs, and one photocopy of the information page of your passport** (that is the page with your picture on it). (*Note: This item may be submitted separately, if you have not received your passport yet. If you have not applied for your passport yet, it is very important that you apply immediately.*)
5. **Transcript(s) from all colleges and universities attended** (*unofficial o.k.*)
6. **Global Student Travel Insurance Form and Premium Payment**
 - a. You will be enrolling in the “**Deluxe Outbound Plan**” and the “**Optional Benefits Plan.**” (*Please check “Deluxe Outbound” on pages 1 and 2 of the form, and check “Optional Benefits Plan – Personal Property, Lost Baggage, Trip Cancellation” on page 2 of the form.* It is not necessary to calculate the premium amounts – the total premium is \$178.75. Where the form asks for “College Attended,” enter **Fullerton College.** **Do not** fax or email this form directly to the insurance company.
 - b. Include the insurance premium of **\$178.75** by check or money order made payable to **Wells Fargo Insurance Services, Inc.** (*Submit with your Application Package.*) *Note: price is subject to change by the Vendor.*

7. If your English 100 or equivalent requirement was taken at any college or university other than Fullerton College or Cypress College, **submit the “English 100 Verification” form, signed by Counseling** (download from the Study Abroad Website, <http://studyabroad.fullcoll.edu>, under “**Application Information, materials list**”).

Please submit above required materials at one time

***(except as noted above – do not delay application for these particular items)**