



# TIMELINE: MADRID, SPRING 2023



The Semester in Madrid, Spain, program is open to all college students. Students must be 18 years old by the program start date and have a cumulative GPA of **2.5** in at least **12 units** of previous college level course work at an accredited college. **First semester students** enrolled in 12 units may be accommodated if their campus coordinator approves a “progress report.”

- 1) **Contact your study abroad advisor** (see the last page of the brochure) **OR** visit your College’s study abroad website **OR** [Citrus College’s study abroad website](#) and complete the *Initial Application* form.
- 2) **APPLY TO CITRUS COLLEGE FOR THE SPRING SEMESTER.** Complete a Citrus College application for admission online [www.citruscollege.edu](http://www.citruscollege.edu) - Click on Wingspan; Apply for Admission. You will be issued a Citrus student I.D. and student email.
- 3) **Awards and loans** are available for the spring 2023 semester through the [Citrus College Financial Aid office](#). After applying and receiving a Citrus student ID number, [click here to complete the Financial Aid Request Form](#). Spring, Madrid 2023 financial aid is only available through Citrus College.
- 4) **By Nov. 23, 2022 DEADLINE:** Complete the AIFS enrollment and pay the \$450 deposit. Your advisor will send you the AIFS enrollment link after you complete the Initial Application. **\*Note: \$150 of your deposit is non-refundable. After Nov. 23, the entire deposit is non-refundable.**

\*See the AIFS Madrid Info and fee schedule below for more information about AIFS fees, program dates, and other important information.

## **REGISTRATION FOR CLASSES:**

Students who have paid the \$450 deposit will be able to register through [Citrus’ Wingspan student portal](#). Students must **enroll in a minimum of 12 units including the required Hum./Span. 127 course (3 units)**. If students are not eligible for the Promise Grant (CCPG), tuition fees will be applied (12 x \$46 = \$552).

## **WITHDRAWING FROM PROGRAM AND REFUNDS**

See the AIFS Refund Policy on the student portal. **To withdraw send an email to Karen Winslow with your withdrawal notification (see email address below).**

## **Madrid Orientation**

Madrid **mandatory** student orientation will be held at Citrus [College in the Center for Innovation](#) on Saturday, Jan. 21, in CI 159 from 10:00 – 12:00, for all students participating in the program. Family members are welcome.

## **CITRUS COLLEGE CONTACTS: 1000 W. Foothill Blvd., Glendora, CA 91741**

John Morris-Study Abroad Specialist (626) 914-8560 [studyabroad@citruscollege.edu](mailto:studyabroad@citruscollege.edu)

Barry Kuan-Admissions and Records Coordinator (626) 914-8512 [bkuan@citruscollege.edu](mailto:bkuan@citruscollege.edu)

Financial Aid Study Abroad Technician (626) 914-8592. Emails will receive a more immediate response. Enter “Study Abroad Madrid” in the subject line; [financialaid@citruscollege.edu](mailto:financialaid@citruscollege.edu)

## **AMERICAN INSTITUTE FOR FOREIGN STUDY (AIFS) CONTACTS:**

**One High Ridge Park, Stamford, CT 06905**

Karen Winslow – Systems Program Coordinator; Registrar/Program Accounting (**withdrawals, refunds, financial aid, payment processing**) (**housing questions, flight questions, general program questions**)

(800) 727-2437 X5089 [kwinslow@aifs.com](mailto:kwinslow@aifs.com)

**Southern California Foothills Consortium  
Madrid Program  
Spring Semester 2023**



**The AIFS program fee of \$8,245 based on 45-64 participants includes the following:**

- [First night](#): Accommodation will be in a local hotel in a twin-bedded room including breakfast
- [Remainder of the program](#): Accommodation provided in twin-bedded rooms in a centrally located self-catering apartment including shared kitchen/living spaces, laundry access, linens, weekly cleaning, and Wi-Fi
- Orientation program in Madrid consisting of a meeting with AIFS staff, information on safety and security, a welcome dinner, workshops, and a local area walking tour
- [Travel pass](#): A Metro de Madrid travelcard for unlimited use on the metro, buses, trams, and regional trains in the central zone of Madrid
- Guided, half-day sightseeing tour of Madrid by private bus
- Spanish Life and Culture Course including a weekly lecture with a guest speaker on a variety of topics such as Contemporary Spanish History, Spanish Politics, Education, Art, Architecture, and Customs and Traditions
- Guided, full-day excursion by private bus to Toledo including a walking tour of the city and entrance to the Cathedral, El Tránsito Synagogue, and the Church of Santo Tomé
- Guided, full-day excursion by private bus to Salamanca, including round-trip transportation, walking tour of the city and entrance to the Cathedral and the University
- A cultural calendar of free and subsidized events including walking tours, cooking classes, guided museum visits, sporting events, and local seasonal activities
- Farewell dinner
- Access to the AIFS Student Center and team of dedicated AIFS Student Services staff for information, personal advising/counseling, and 24-hour emergency contact service
- Medical insurance policy

**Program fees do not include the following:**

- Optional transportation package including round-trip airfare between Los Angeles (LAX) and Madrid (MAD) and round-trip transfers overseas between the airport and the student housing on the standard program dates for \$545
- Mandatory U.S. government and airline-imposed departure taxes, fees, and fuel surcharges of \$557 (subject to change)
- Optional housing in a homestay in Madrid including accommodation in twin-bedded rooms, daily breakfast, five evening meals per week, a weekly load of laundry, and Wi-Fi for \$595
- Optional single room supplement in student apartment for \$595 (offered on a first come first service basis and subject to availability)
- Optional single room supplement in homestay for \$495 (offered on a first come first service basis and subject to availability)
- 3-day/2-night excursion to Andalucía including round-trip transportation by AVE train, two night's hostel accommodation in multi-bedded rooms in Granada, a guided walking tour of Granada, entrance to Alhambra, a full-day excursion to Cordoba with a guided walking tour, entrance to the Mezquita, a group meal, and the services of an AIFS Tour Manager for \$595
- Textbooks
- Meals other than those listed
- Southern California Foothills Consortium tuition or administrative fees
- Passport and visa fees if applicable
- Field trips or excursions required by your instructors
- Personal expenses
- Optional medical insurance upgrade
- Anything else not specified

**2023 PROGRAM DATES**

|                       |   |
|-----------------------|---|
| Thursday, February 16 | AIFS flight departs for Madrid.             |
| Friday, February 17   | Arrive in Madrid.                           |
| Saturday, May 13      | End of program. AIFS flight departs Madrid. |

## PAYMENT SCHEDULE FOR AIFS FEES

| <u>Spring Term</u> | <u>Fee</u>        | <u>Due Date</u>   | <u>Optional</u>                    | <u>Fee</u> | <u>Due Date</u>   |
|--------------------|-------------------|-------------------|------------------------------------|------------|-------------------|
| Enrollment deposit | \$450.00          | November 23, 2022 | Transportation Package             | \$545.00   | December 23, 2022 |
| Balance of fees    | <b>\$7,795.00</b> | December 23, 2022 | Taxes/Fees (subject to change)     | \$557.00   | December 23, 2022 |
| Total              | <b>\$8,245.00</b> | December 23, 2022 | Homestay Supplement                | \$595.00   | December 23, 2022 |
|                    |                   |                   | Single Room Supplement - Apartment | \$595.00   | December 23, 2022 |
|                    |                   |                   | Single Room Supplement - Homestay  | \$495.00   | December 23, 2022 |
|                    |                   |                   | Andalucia Weekend Deposit          | \$50.00    | November 23, 2022 |
|                    |                   |                   | Andalucia Weekend                  | \$545.00   | December 23, 2022 |
|                    |                   |                   | Medical Insurance Upgrade          | \$65.00    | December 23, 2022 |

All students must submit the \$450 deposit, and the \$50 deposit for the Andalucia weekend, if applicable, when completing the online enrollment form. Subsequent payments may be made by check or credit card. Checks should be made payable to "AIFS." American Express, MasterCard and Visa are accepted.

**Financial Aid students** are responsible for paying, by December 23, 2022, the airfare (\$545), taxes/fees/fuel (\$557 [subject to change]), an \$850 program reservation deposit (toward overall balance), and any remaining balance that will not be covered by aid.

Please note: AIFS will charge a \$35 returned check fee on all checks returned by the bank for insufficient funds.

## AIFS TRANSPORTATION PACKAGE

Participants have the option of purchasing a round-trip ticket for the flight arranged through AIFS. Participants choosing this option should note the following restrictions: Tickets purchased from AIFS are exclusively on scheduled airlines (not charters). They are not endorsable to another carrier. Flights are not necessarily direct or non-stop, they cannot be rerouted, and frequent flyer miles are not applicable. The AIFS Transportation Package includes round-trip ground transportation from the airport overseas to your accommodations on the regularly scheduled program dates. **AIFS will book flights only on the dates indicated on this document.**

Participants wishing to purchase the Transportation Package should select this option on the online enrollment form, or if you wish to add the flight after you complete the form you must notify AIFS in writing by Wednesday, November 23, 2022. Participants wishing to cancel from the flight must notify AIFS in writing by day, December 23, 2023. Cancellation penalties will apply. Tickets are non-refundable after this date.

**AIFS Airfare Regulations:** Return must be to original U.S. departure city. No refunds are available for any unused portion of ticket. Stopovers are not permitted.

**Note: Participants contemplating returning home on a different date should make their own round-trip travel arrangements. AIFS cannot book flights on alternate dates.**

AIFS cannot guarantee that all passengers will be booked on the same flight.

**AIFS will not make your flight arrangements for you unless you clearly indicate your travel preferences on your online enrollment form.**

***A minimum of 10 participants must take the flight for it to be offered.***