

 Mail:
 117 S. 17th Street #1401

 Philadelphia, PA 19103

 Fax:
 215-751-1986

 Tel:
 800-879-6640/215-751-1100

 Email:
 info@amerispan.com

 Web:
 http://www.amerispan.com

AmeriSpan Affiliate Agreement

Agreement Overview

AmeriSpan Unlimited Inc., a Delaware corporation (hereinafter referred to as "AmeriSpan") and

_ (hereinafter referred to as "Affiliated Institution") have

entered into this agreement on the _____ day of _____ in ____. This agreement

will stay in effect indefinitely until either party decides to discontinue it. The goals of the

agreement are:

- 1. Enable Affiliated Institution to have strong knowledge of AmeriSpan's programs and services;
- 2. Ease the process for Affiliated Institution to issue academic credit to students who successfully complete an AmeriSpan program, provided the student is a matriculated student at Affiliated Institution and Affiliated Institution has approved the student and the AmeriSpan program prior to the student's participation;
- 3. Facilitate the use of Federal Financial Aid for AmeriSpan study abroad programs if Affiliated Institution deems the student eligible;
- 4. Provide discounts to Affiliated Institution's faculty for site visits and faculty training;
- 5. Generate funds to help Affiliated Institution support its study abroad services; and
- 6. Make available to students of Affiliated Institution scholarships to AmeriSpan programs.

Responsibilities of AmeriSpan

Affiliate

- 1. AmeriSpan will make the following contributions to Affiliated Institution:
 - a. \$200 when the first student from the Affiliated Institution enrolls in an AmeriSpan program
 - b. 5% of total tuition (including room, board, application fees, etc.) on all AmeriSpan programs including Academic Study Abroad programs, Language Immersion Programs, Volunteer/Internship Programs, SALUD Medical Programs, COMERCIO Business Programs if a minimum of 5 students during one academic year. NOTE: programs created for groups of students are excluded from this calculation because the contribution is already reflected in the special group price.
- 2. Faculty will receive an automatic 10% discount on the following AmeriSpan programs: Language Immersion, Volunteer/Intern and MAESTRO programs after the first student is enrolled. This discount increases to 15% if more than 20 students are enrolled during one academic year
- If enrollment during one year exceeds 10 Academic Study Abroad programs or any combination of 15 AmeriSpan programs, AmeriSpan will provide the designated person one free MAESTRO program including airfare. Upon request, the MAESTRO program may be exchanged for a one week language immersion program.

Please Initial:

- 4. AmeriSpan will make available to your students the following Affiliate Scholarships:
 - One \$500 Academic Study Abroad scholarship. For every additional five (5) Academic Study Abroad students, you will receive one additional \$500 Academic Study Abroad scholarship.
 - b. One \$250 scholarship for every five (5) students who participate in any AmeriSpan program other than Academic Study Abroad
- 5. AmeriSpan agrees to accept all applicants from Affiliated Institution applicants provided that the minimum admissions criteria are met and space is available in the desired program.
- 6. AmeriSpan will accept applications individually from students and/or from the study abroad office.
- 7. AmeriSpan will handle the distribution of Affiliate scholarships and/or the study abroad office can make the decision in some or all of the cases. *Please indicate your interest on Page 3 of this agreement*.
- 8. AmeriSpan agrees to cooperate with the Affiliated Institution on alternate invoicing procedures, if requested. Students are typically billed directly by AmeriSpan. However, arrangements can be made with the Affiliated Institution to bill the Affiliated Institution for some or all of the students' charges. *Please indicate your interest on Page 3 of this agreement*.
- 9. AmeriSpan will list the Affiliated Institution as an additional co-insured on the AmeriSpan liability policies should it be so desired.
- 10. To certify to Affiliated Institution students who have been accepted for enrollment in an AmeriSpan program that meets the Title IV student financial aid eligibility requirements.

Responsibilities of the Affiliated Institution

- 1. To work with its own Registrar's Office, or other appropriate transfer of academic credit officer to facilitate the transfer of credit from approved AmeriSpan programs.
- 2. To maintain a supply of AmeriSpan catalogs for the benefit of its students.
- 3. To invite AmeriSpan to attend any study, travel or work abroad fairs on campus.
- 4. To provide assistance for visiting AmeriSpan staff to meet with prospective students.
- 5. To facilitate, when possible, the provision of financial aid for its students who are eligible for such aid and who wish to study abroad on AmeriSpan programs. To certify to AmeriSpan payment schedules for financial aid awards.
- 6. To promote study abroad in the following ways. (please list any other activities planned):

Please Initial:

Affiliate

AmeriSpan

Affiliate Agreement – Page 2

Additional Information

Would you prefer AmeriSpan to not invoice students directly? Yes / No

Would you prefer to coordinate Affiliated Scholarships rather than AmeriSpan? Yes / No

Will you offer <u>all AmeriSpan programs / only the following programs</u> (circle answer)

For Affiliated Institution

Name of Institution

Name of Authorized Officer (please print)

Title

Signature

Date

Printed Name of Financial Aid Officer

Signature of Financial Aid Officer

Date

Primary Contact at Affiliated Institution

Affiliate

Telephone

Fax

Email

Please Initial:

AmeriSpan

For AmeriSpan:

Name of Authorized Officer

Title

Signature

Date

Please Return Agreement To:

AmeriSpan Study Abroad Attn: Affiliates 117 South 17th Street, STE 1401 Philadelphia, PA 19103 Or fax to: 215-751-1986

Affiliate Agreement – Page 3