



الكلية اليمنية لدراسات الشرق الأوسط
YEMEN COLLEGE OF MIDDLE EASTERN STUDIES

YEMEN LANGUAGE CENTER
المركز اليمني للغات



HEAD OFFICE: YEMEN
PO Box 3671
SANA'A, REPUBLIC OF YEMEN
TEL: 967 1 270 200
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YCMES U.S. Main Office
National Council on US-Arab Relations
1730 M St. NW, Suite 503
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Phone: (202) 293-6466
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EAST COAST REPRESENTATIVE
COLLEEN CAREY
TEL: (419) 610 7500
EMAIL: EASTCOAST@YLCINT.COM

Registration Form for North America: Academic Year 2008-2009

Name: _____ Passport #: _____

Nationality: _____ Date of Birth: _____ Gender: Male () Female ()

Address: _____

University or Employer/Occupation: _____

Home phone: _____ Office Phone: _____

Fax: _____ E-mail: _____

Please indicate the term(s) you wish to attend:

Fall	2008	October 12 – December 24						
Term 1:	5 weeks	October	12	to	November	12	()	
Term 2:	5 weeks	November	16	to	December	24	()	
Breaks :	Dec 9 – Dec 13 (Eid Al-Adha) Dec 25 – Jan 03							
Winter	2009	January 03 – March 11						
Term 3:	5 weeks	January	04	to	February	04	()	
Term 4:	5 weeks	February	08	to	March	11	()	
Break:	March 12 – March 21							
Spring	2009	March 22 – May 27						
Term 5:	5 weeks	March	22	to	April	22	()	
Term 6:	5 weeks	April	26	to	May	27	()	
Break:	May 28 – June 06							

Transportation to Yemen:

For flights from cities other than NYC, Boston, and Washington DC prices will vary. Please contact the main office in Sana'a for information

Departure City: _____
Desired Date of Arrival in Yemen: _____
Desired Date of Departure from Sana'a: _____

Yemeni Visa: For an additional \$45, the YCMES can arrange your visa. **Would you like a visa:** { } Yes { } No
Note: If you are getting a visa through the YCMES, you must send a scanned copy of your passport along with this registration form. Yemeni restrictions may affect your student visa, such as Israeli stamps in your passport. Please consult the YCMES for specific concerns.

Full Package: Includes: round-trip ticket from NYC, Boston or Washington DC to Sana'a, tuition, housing, trips, internet, 2 meals per day, 5 days per week, and other services.

5 weeks: Students (shared housing) \$2960 () (single room) \$3145 ()
Non-Students (shared housing) \$3160 () (single room) \$3360 ()

10 weeks: Students (shared housing) \$4148 () (single room) \$4481 ()
Non-Students (shared housing) \$4508 () (single room) \$4868 ()

Academic Year

30 weeks: Students (shared housing) \$9036 () (single room) \$9980 ()
Non-Students (shared housing) \$10,056 () (single room) \$11,076 ()

Other: _____ Weeks in single () shared () _____ Price

Student Price: Proof of current student status is needed for the special student price. This can be in the form of a current student ID card, transcript, or other documentation indicating that you are a student, recent graduate, or planning to enroll.

- The full package includes the following: Standard class instruction, supplementary learning materials, transportation to and from Sana'a International Airport, 2 day-trips for 5-week programs (lunches are provided on all day-trips). The al-Kitaab textbook is required for the YCMES Arabic program and is available at the YCMES library for \$65, but is not included in the full package.
- Standard classes consist of either 4 hours of group instruction per day, or 2 hours of private instruction per day, depending upon total enrollment and individual student level. Students attend classes 5 days per week.
- Additionally, the YCMES can try to accommodate any period of one-to-one instruction, when requested.

Housing:

- § A **housing deposit of \$100** is due in addition to the cost of tuition and accommodations. This will be returned at the conclusion of your stay, minus any charges for damages or outstanding account balances. There will be a **\$50 charge** if any student loses his/her keys.
- § Students are provided housing one day prior to, and one day after the conclusion of study. Additional nights of housing may be arranged for \$15 per night for a single room and \$10 per night for a double room, subject to availability.
- § Sheets, blankets, and towels are all provided by the YCMES for the duration of your stay.

Registration Information:

- A **10% tuition discount** will be given to pre-arranged groups of five or more students.
- A **25% tuition discount** will be given to university students attending for a full year, with proof of registration from the registrar's office.
- During academic breaks, classes and meals will not be provided. Housing is provided.
- **A deposit of \$500 is due upon registration and is required to ensure your enrollment.** This deposit is a \$200 non-refundable program deposit that will be applied to your tuition. **The balance of your total fees is due 30 days prior** to your arrival in Yemen. **A \$100 housing and key refundable deposit is due prior to your arrival Yemen in addition to your fees.**
- *Refund Policy:* All fees paid, minus the \$200 program deposit, will be returned to any student terminating their program prior to arriving in Yemen, UNLESS tickets and visa have been purchased. Tickets and visas are non-refundable. After a student arrives in Yemen, the refund policy for all fees is a 50% refund with a two-week written notification. Students will receive a 50% refund on tuition, meals and housing fees remaining after the two-week notice period. Any additional airfare resulting from the early termination will be the responsibility of the student.
- After transferring monies to the account listed below, please fax a copy of your bank's transfer form to the YCMES at 967-1-270-127 or email a scanned copy to language@ylcint.com. Please ensure your name is included to identify your transfer.

In the USA:

Pay to Citibank N.A. New York
Swift Code: CITIUS 33XXX
For Further Credit to Account No. 36154765
Swift Code: BSUIYESAXX; Chips UID: 130493
In the name of Calyon Corporate and Investment Bank; Sana'a/Yemen
Favouring of Yemen Language Center
Account No. 202640012031

This registration form, the Student Agreement, and the Emergency Information sheet must be completed and signed prior to starting instruction.

Signature: _____ **Date:** _____



STUDENT AGREEMENT FOR STUDY AT
YEMEN COLLEGE OF MIDDLE EASTERN STUDIES

I hereby state that I have come to Yemen for the exclusive purpose of learning Arabic, studying the contemporary Middle East, and experiencing Arab culture. During my stay in Yemen, I will not break any of the clauses listed below.

This includes the following:

- I will not work or seek employment as a condition of my study in the country.
- I will not become involved in political, religious, or military affairs while in Yemen.
- I agree not to have intimate relations with a Yemeni.
- I understand that smoking in any part of the YCMES facilities (including dorm rooms) other than the roof mafraj and kitchen is prohibited.
- I understand that returning to the YCMES in a visibly intoxicated state is prohibited and that alcohol is not allowed into YCMES facilities. Public intoxication is also illegal by Yemeni law.
- I understand that bringing or allowing non-YCMES students into any student housing area is prohibited.
- I understand that dressing or acting in a culturally unacceptable fashion outside of student housing areas is prohibited.
- I understand that class attendance is mandatory, and absences are only excused if I am sick.
- I will not harass or disrespect any fellow student, teacher, or staff at the YCMES.
- I understand that I am liable to follow Yemeni law and judicial procedure.

I am aware in the event of inappropriate behavior and/or infractions of the YCMES Student Agreement and/or Yemeni culturally acceptable practices, I forfeit my housing deposit and/or may be expelled from all YCMES programs without a refund of any monies paid to the institution. I am also aware upon my expulsion from the program at the YCMES I will have to depart from the Republic of Yemen. If I chose to terminate my studies at the YCMES, I agree to depart Yemen and return to my country of origin.

By signing this agreement, I agree to all of the principles listed above.

Student Name (Please Print)

Passport Number

Student Signature

Date



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Emergency Contact & Health Information

Student Name: _____

Nationality: _____ Passport Number: _____

Mobile Number in Yemen (if applicable): _____

Emergency Contact

Please provide the contact information for two family members or friends, in case of emergency.

Name: _____ Relationship: _____

Address: _____

Phone Number: _____ Email: _____

Name: _____ Relationship: _____

Address: _____

Phone Number: _____ Email: _____

Health Information

Please provide us with details of relevant past health problems or any allergies to medications:



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Previous Arabic Experience

Name: _____ Term: _____

First Language: _____ Second Language: _____

Educational background (degrees received, area(s) of concentration, etc.):

Sex: { } Male { } Female Date of birth: _____

Anticipated Period of Study at the YCMES: { } 5 weeks { } 10 weeks { } 1 year

Other: _____

Have you studied Arabic at any other school before coming to the YCMES?

() Yes { } No

If yes, please give the name and address of that school / program, the period of time you studied there, and whether you studied Classical or Colloquial Arabic. (If you studied Colloquial Arabic, please indicate for which country or region.)

Time spent living or traveling in Arab countries (please indicate specific countries and approximate duration of stay):

Estimate your ability in the following areas:

Speaking	Excellent { }	Good { }	Fair { }	Poor { }	None{ }
Reading	Excellent { }	Good { }	Fair { }	Poor { }	None{ }
Writing	Excellent { }	Good { }	Fair { }	Poor { }	None{ }
Understanding	Excellent { }	Good { }	Fair { }	Poor { }	None{ }

Estimate your overall skill level in Arabic:

None { } Survival { } Elementary { } Upper Elementary { }
Intermediate { } Upper Intermediate { } Advanced { } Upper Advanced { }

If you have studied Arabic before, please write *in Arabic* a few lines about yourself and your reasons for learning Arabic:

Please assist us in developing your program by listing below any expectations you may have of the YCMES and your term of study here. Be as specific as possible.

By the end of my studies at the YCMES, I will be able to accomplish the following (i.e. read the newspaper headlines, articles; discuss topics such as politics, etc.):
