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High School Student's INFORMATION PACKET 2011-2012

Revised and Updated by
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Cuahnáhuac Spanish Language Institute

Your participation in our Spanish immersion program will be one of the most important and educational parts of your school and life education. This packet will familiarize you with many of the program details, policies, and information you need to know to make your stay in Cuernavaca as enriching and enjoyable as possible.

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BEFORE YOU LEAVE HOME

Please consult the airline, travel agency, or the Mexican Consulate/Embassy regarding entry requirements for Mexico. The following is the website address for the Mexican Ministry of Foreign Affairs:

<http://www.sre.gob.mx/english/representation.htm>

Documents: Officially, the Mexican government allows foreign tourists to travel in México for up to 90 days with an official Passport issued by your home country. Also, you must have a valid Tourist Card, which can be obtained from any Mexican Consulate/Embassy, at the Immigration Office at the borders, or directly from the Airline. Please verify that the number of days is sufficient for your planned stay. Keep close track of your Tourist Card as there is a replacement fee and it is required to exit Mexico. Also, in order to enter back in your home country, you will be required to have your passport. Before you leave for Mexico, make a few copies of the picture/information page of your passport. Leave one in your country. Once you get to Mexico, it is better to leave your passport in your home while in Cuernavaca. Carry a photocopy for identification (unless you are changing money). This way you don't have to worry about it getting stolen or lost. **Please notice that, international regulations require that minors traveling alone must have notarized authorization from both parents. Minors traveling with just one parent must have notarized authorization from the other parent.**

Climate and Location: You will be studying in the city of Cuernavaca, in the state of Morelos. The city is located in the center of Mexico, about 70 km. (50 mi.) southwest of Mexico City. Because Cuernavaca is situated at an elevation of 5,300 ft. above sea level, it may take a few days to get used to this elevation. If you feel like you are getting tired easily, it is because your body needs to adjust.

Although Cuernavaca and surrounding areas are located in the tropics, the climate is moderated by the mountain location. Generally, the weather will be warm, but expect some variability. Daytime highs can be in the upper 80s, while nighttime lows may be in the upper 50s. The summer months are the rainy season. The mornings and mid-day may be warm and somewhat humid. It is common to have tropical thundershowers in the late afternoon or evening, which will cool things down and give a fresh feel to the air. It's best to have an umbrella or light rain gear handy at all times, but the showers seldom interfere with your overall enjoyment of the program. Also, please realize that Cuernavaca is land-locked and that the nearest beach is at Acapulco, about 200 miles (a 4-hour bus ride) due southwest.

Clothes: Pack Light! Think about limiting the total weight of everything you bring to 40-50 pounds. For convenience, you should be able to carry all of your things by yourself.

Plan to bring comfortable, casual clothes. Cotton shirts, t-shirts, pants, and shorts are all good. During winter, you will need a sweater and/or sweatshirt for evening. During the summer, a light raincoat may be useful, as it may rain in the afternoons or evenings. Also, bring one semi-formal change of clothes in case your host family invites you to dinner, to a party, or to church - a nice pair of slacks and a nice shirt, or a long summer dress will most likely do.

You **MUST** also bring comfortable shoes! Sandals are OK too, but only if you are used to walking on them for long periods of time. In general, try to bring clothing that can be easily combined and are easy to take care of. Pack for about 7 or 8 days of wear and then recycle clothes. Remember, there is a limit on how much you will want and be able to use and carry. If you plan on going to a pool, bring a swimming suit and a towel. Also, if you plan on shopping, you should put an extra empty carry-on bag into your luggage in case you run out of room in your suitcase.

- If going out for dinner –tend to be much more dressy (formal), NO Tennis shoes, sandals, and shorts. Women should not wear excessively short shorts/skirts and overly revealing tops. Movies and TV images often give the impression that foreign women are promiscuous. For both women and men, it is best to remain

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inconspicuous and wear cool, comfortable loose-fitting clothes. Dress comfortably, but don't wear clothes that are excessively dirty or ragged, as this is culturally offensive. (Middle class Mexicans won't appreciate the grunge look.) These tips will help you avoid problems and embarrassment associated with cross-cultural misunderstandings.

Laundry services are available and convenient. For a small fee, you may bring your clothes to a local laundromat, drop them off before classes and you can pick them up later that afternoon. It will be very difficult to do laundry on your own. Also, be aware that you will pay for laundry by weight and not by the load. If you wish to do laundry at home if possible, please check FIRST with your host Señora.

Toiletries: You will be able to find most everything that you need in Cuernavaca. So, unless there is a very good reason for you bringing an unusual toiletry, just bring modest amounts of the basics. Since you will be in the tropics and in the mountains, the risk of sunburn is high. Be careful in the sun. Don't think that you can lay down for quick tan at the pool the first day and then be protected. You should bring a high SPF-factor sunscreen and a large brim hat. If mosquitoes bother you, bring a repellent for every day use.

Medicines: If you require prescription drugs, make sure that you have enough medicine to last you for the length of your stay. In case you need to purchase medicine in Mexico, make sure you know its generic name, and if possible, bring your written prescription as well. You will be able to find many drugs over the counter that carry different names, so knowing the generic name of the drug will save you a lot of time and money. However, medication is regulated in Mexico. Mexican Customs will only allow you to bring drugs that have been prescribed by a doctor and only in a quantity for personal use.

Electricity: North American countries are compatible in terms of watt output for outlets. However, in Cuernavaca there are no three-pronged grounded outlets and very few two-pronged (different size) outlets. If you plan on bringing any electrical apparatus with these types of prongs, you must purchase an adapter that will accept the three prongs or two prongs (different size) on one side, and will connect to a two-pronged (same size) plug on the other side. You can get these adapters at most grocery, drug, or hardware stores anywhere in North America

Money Matters: When traveling, never carry large amounts of cash. Traveler's checks are the safest way to carry funds in Mexico, are easily exchanged (for a small commission), and can be replaced if lost. Always keep a list (or photocopy) of the check receipts/numbers in a separate place from the checks. You might keep a list at home in your country and at home in Mexico.

In Cuernavaca you can exchange money at Cuauhnáhuac and at BANAMEX or at BANCOMER, Mexico's two largest banks. However, bank schedules may be very inconvenient. You can also exchange money at one of many Casa de Cambio (Exchange Bureau). The rate is good and hours are more convenient (usually Monday through Saturday from 9am to 6pm). Due to new government regulations, you will need a passport or photocopy of it to exchange Travelers checks or cash anywhere in Mexico.

Credit cards (Visa and MasterCard, and sometimes American Express) are widely accepted and convenient to use in Mexico, and you usually get a good exchange rate. You can also easily get cash advances from your VISA/MasterCard at Mexico's major banks with a passport. There are also ATM's in Cuernavaca. If you run out of money, Western Union or Money gram services are the fastest and most convenient ways to receive money. Before you spend all your money, though, don't forget to save enough cash to pay the airport exit tax (about \$20) if it is not included in your flight ticket. You may be able to prepay this tax by having your travel agent include it in the price of your airline ticket.

How much money do you need to bring for the trip? Remember that your room and board is covered in the program fee, which includes three meals a day. However, snacks, soda pop, meals out, entertainment, personal travel, gifts, laundry, and other incidentals are not included.

Depending on habits, most people can get by on \$100 to \$150 per week for incidental expenses. To gauge your needs, monitor how much you spend on incidentals in a typical week at your own town, and then factor in how much you want to spend on gifts, travel, and other special purchases. This will give you an idea of how much money to bring with you.

The current exchange rate for the Mexican Peso is fluctuating between 11.90pesos - 12.50Pesos (\$) to 1 U.S. dollar. Bill denominations are \$20, 50, 100, 200, 500, and 1000. The money in Mexico has been color-coded for easier identification. You will also find coins in denominations of \$.10, .20, .50, 1, 2, 5, and 10. Be careful not to be cheated. The same color-coding has been maintained from the old currency to the new currency. Be aware of what symbols the bills have. Also, remember that Mexico uses periods in numbers.

Do not exchange money in your country before you leave. You will be charged a large commission. The best thing to do is exchange \$40 or so for incidental expenses in the terminal at the Mexico City international airport once you arrive. This should be enough money to get you through your first weekend.

Insurance: Before leaving for Mexico, be sure your health insurance provider will cover medical expenses incurred outside of your country. If not, you should buy short-term traveler's health and accident insurance, which is usually available through travel agencies. Most insurance companies expect you to pay at the time of services and then submit the receipts and claims for reimbursement once you are back in your home country

Medical Concerns: For short stays in Mexico (especially in a major urban area like Cuernavaca), most immunizations are optional. Check with your health professional, and you decide.

If you have any health problems at all, you are most likely to get diarrhea (AKA "Moctezuma Revenge"). Take it easy for a couple of days until you recover. Don't allow yourself to dehydrate! Drink plenty of **bottled** water. You may also want to get a bottle of Pedialyte (a liquid re-hydration solution), available at any drugstore "farmacia". There are several flavors and it is much better than water or Gatorade. It is important that you eat foods such as apple, guayaba, boiled rice, and chicken soup, and drink tea, especially TÉ DE MANZANILLA (chamomile tea). If your ailment is severe, or persists for more than two days, inform anyone at the Student Services department or International Relations department. Don't keep this to yourself because of embarrassment. Cuauhnáhuac staff will see that you receive medical attention.

- **There is a Doctor at Cuauhnáhuac every day, Monday through Friday for minor needs. Consultation on campus is for free, consultations at your host family home will have a fee of \$35 usd.**

Books: You will need a good Spanish/English – Spanish/French dictionary. You might wish to get a verb book, such 201 or 501 Spanish Verbs. A tape recorder with blank tapes could also be helpful, especially if you wish to review material at your own pace. Your language text and class materials are included in your tuition fee, so you will not need to worry about it.

ARRIVAL IN MÉXICO

You will fly into Benito Juárez International Airport in Mexico City. If you are part of a group from your school, ground transportation is provided as part of your program fee from the airport to Cuernavaca and back again.

Tourist Card: It is a piece of paper that states when you entered the country and for how long you are allowed to be in Mexico. You can get it either at your travel agent or during the flight into Mexico City. It has to be completed before you pass through immigration in Mexico. You will need this paper, so take good care of it! You can't leave Mexico via the airport if you don't have it! You may also be required to present your tourist card to any law enforcement officer that asks for it. It's better not to lose your Tourist Card. It can be replaced, but it's very expensive, it takes a long time, and it's a great hassle. The Program requires you to make a photocopy and carry the

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copy instead of the original. The copy will be accepted, and it will certainly cut down on the bureaucratic headaches if you lose it.

When you get to Mexico, make sure the Customs official gives you at least 45 days on your tourist card. If you want to travel longer, ask for 60 days or more. If asked, tell the official that you are there as a tourist. You are not there to study for an extended period of time (semester or year), which would require a special Student Visa. Please notice that if you are traveling alone, the airline and Mexican authorities at immigration will request your parent's notarized authorization. A representative from Cuauhnáhuac will meet you once you pass through out Customs, and in order to pick you up, he/she will be requested to present an Authorization letter from Cuauhnáhuac to the Airline or immigration officer.

In the Airport: So, you have just arrived at the **TERMINAL 1** or **TERMINAL 2** at the Benito Juarez International Airport after your flight from your country. **Airlines arriving on Terminal 1 are: Mexicana, United, Alaska, US-Airways, America West, Air Canada, Air France, Lufhtansa, Iberia, KLM, and Japan Airlines. Airlines arriving on Terminal 2 are: Aeromexico, Continental, Delta, Aeromar, Copa Airlines, and LAN.** What are you going to do now? If you are coming directly from the United States or Canada you will be in Gate "F" (the international terminal--**vuelos internacionales**). If your flight stopped in any Mexican city (even if your flight originated in the US or Canada) before landing in Mexico City, or have flown from inside Mexico (i.e. Tijuana, etc.), you will probably be in Terminal "A" (the domestic terminal--**vuelos nacionales**). In any case, you will need to go through Immigration (get your tourist card validated), claim your baggage, and then proceed to Customs (**Aduana**), in that order. Once you have cleared Customs, if you are in the domestic terminal (A) you will need to walk to the other side of the airport to the international terminal (F), about a 10-minute walk.

While in the airport, you should also exchange some money--\$40 US dollars would be good. This should be enough for any incidentals you might encounter prior to the beginning of school. You will find several banks or "CASA DE CAMBIO" located outside the terminal after passing through Customs.

IN CUERNAVACA

Everyone at Cuauhnáhuac wishes you the most wonderful and enriching educational experience while in Cuernavaca. With this in mind, we have prepared the following notes that you should be aware of while in Mexico.

Local Customs and Politeness: While in Mexico, in general, do as the Mexicans do, but be careful how you say and do things. Because you will be in a different environment, these are a few things that you should know. Spanish speakers in general, but Mexicans especially, expect a great amount of courtesy in their contacts, especially in meeting someone for the first time or during the first few days of contact. Please do not assume that people will forgive your faults because you are a foreigner. In fact, this attitude will create more problems than anything else. A well-placed thank you "Gracias" or please "Por favor" will go a long way in getting help and information.

If you are requesting information, say DISCULPE or CON PERMISO before asking your question. Afterwards say GRACIAS or MUCHAS GRACIAS. Don't expect everyone to speak English. Ask first by saying ¿HABLA INGLÉS? It is always preferred that you use the USTED form in these types of requests.

When you meet someone for the first time, say MUCHO GUSTO or UN PLACER, or even ENCANTADO (A). If someone offers you something, and you don't want it say NO GRACIAS. Often people will offer again and even a third time before they cease to offer things. This does not mean that they don't understand you or don't believe you. It is part of the culture of courtesy that prevails in Mexico.

In general, you should use common sense about when to be polite and when not to be. If unwanted street vendors or panhandlers approach you, say NO GRACIAS with confidence and be on your way. Because machismo is a characteristic of Latin American countries, all foreign women are likely to get a lot of attention. Ignore remarks you get on the street. Avoid provoking men by responding with profane remarks or gestures. Just go on your way. If someone tries to pick you up, you should be firm in your responses. Say NO GRACIAS and move on. Be certain in your response. At first you may be flattered by all the attention you get, but you need to use good judgment on how to react and whom to associate with.

Remember, you will be in a different country with different customs and different ways of thinking about and doing things. Keep an open mind and a sense of adventure. Just like you would not want to have anyone in your home that acts, complains, or speaks ill of you, you should think about your hosts' feelings and the image that you will project about yourself, your school and your own country before acting.

Alcohol: The legal drinking age in Mexico is officially 18 years of age. You can go in bars and order drinks, but be prepared to show proof of age, especially in Cuernavaca. Recently, the Morelos State government has come down hard on many establishments for serving alcohol to minors, so the bars will request for an official ID's that indicates your birth date or your gae. As part of Cuauhnáhuac policies, students less than 18 years old must follow our Rules for Minors Agreement, where it states prohibition of drinking alcohol; otherwise students will be expelled from the program

Cuernavaca has a vagrancy law that includes a clause on public drunkenness. If you are arrested, expect to spend 3 days in jail, and pay a fine that ranges between \$75.00 and \$250.00. This law seems to be applied more to tourists and “gringo-looking” people than to Mexican nationals, so be careful and do not assume any risk.

Drugs: Mexican laws on drugs are very clear. In recent years the government has cracked down hard on foreigners especially. The minimum penalty for possession of one joint of marijuana is 7 years in Federal prison. For one ounce of any “hard drug” it is 15 years minimum. There are no special appeals for foreigners, nor is there any early parole for good behavior. **DO NOT GET INVOLVED WITH DRUGS.** If you get arrested, neither Cuauhnáhuac nor your school will act on your behalf, nor in any case, there is very little, except notifying your family, that we could do for you. **PLEASE NOTE** Minors (less than 18 years old) must sign up our Rules for Minors Agreement.

Mexican Laws: The legal system in Mexico is very different from those other countries. Mexico adopted the Roman system of law. That is to say that you are considered guilty until you can prove that you are innocent. Mexican Law is nothing to fool with. Although you have a right to a quick trial, there have been cases that drag on for years before they come before a judge. Be very careful!

WITH HOST FAMILIES

Some Basics: A homestay is one of the best ways to learn about Mexican culture and will likely be very rewarding. However, since you will be in someone else's home, you must be considerate of your hosts. Please be aware that you will represent, in many ways, their idea of what a citizen of your country is all about. In the morning, every day, say BUENOS DIAS. Advise your family if you plan on coming home late that evening so they won't worry about you (and they will!). Try to keep your room as neat as possible, etc. If you plan on going out to lunch/dinner with friends, also let them know in advance so that they do not waste food (a great sin in Mexico). In homestays, families often come to think of the students they host as members of their extended family. Whenever you go out remember to say ADIOS, HASTA LUEGO, and GRACIAS. Just as your host family cares about their children, they will equally be concerned about your well-being and be upset if you do not reciprocate in kindness and respect.

Meals: You are entitled to three meals a day with your family (let them know when you are not planning to be there at meal times and they will pack you a lunch). Be prepared to be flexible and to try new things. Mexican food is much more diverse and interesting than you might perceive in your home country. The mainstay of breakfast (desayuno) is eggs, prepared in many ways, “quesadillas” (cheese wraps), fruit, fresh juice, etc. You can also expect bread and coffee/tea. The largest and main meal of the day is the midday meal (comida). It is important that you be home for this meal, which usually brings the entire family together. Supper (cena) in Mexico is a light meal, sometimes recombining leftovers.

If you feel that the food that you are being served is poor, in either quantity or quality, please let the Students Services or International Relations personnel know as soon as possible. Also, if you have special dietary needs, and you have stated them in the application form, but are still not satisfied, again, make the Student Services or International Relations staff aware of the problems before attempting to deal with them yourself. He will make every reasonable attempt to remedy the situation. If, after this, there is still a problem, you can be moved to another family. (You may be moved only two times while you stay in the program.) Please realize, however, that compromise may sometimes be the best solution. Do not expect to have the same foods that you get in your country, and do not expect to get everything you want. Part of an international experience is learning how to adapt to the customs of a different culture.

Independence vs. House Rules: While in your host family’s house, you will be expected to abide by the house rules, whatever these may be. Families are very flexible, but only to a point. It is good to know and understand what will be expected of you. This will be the most difficult adjustment for you, especially if you are used to living independently. Remember that in Mexico the rights of the collective or the family supersede the rights of individuals. Things like having overnight guests, leaving clothing in places other than your room, placing your feet on furniture, etc., are seen as breaches of protocol to the harmony of the family atmosphere.

If your host family plans a family activity, and if it does not interfere with your program itinerary, they likely may include you, and in some cases expect you to participate in this automatically. One such may be going to mass on Sunday mornings - usually early. Please make sure that if you do not wish to participate in mass with them that your desire is clear to them, but without offending your family.

Another situation is dating. Often families will wish to meet the young man before they will let their daughters go out, and then usually it is with a chaperone. Even though Cuernavaca is a modern city, its thinking is still rather conservative, so be aware of these differences. The most important thing is to show that you understand and respect their way of life. Feel free to discuss uncomfortable situations with the Director of the International Relations Department, Student Services supervisor and your Group leader/Chaperone.

Telephone Usage: Because of previous problems, we ask that you do not make long distance calls from your family’s phone. They are expensive, and if you do not clear your calls, they can be a source of friction between you and them. Even calls made collect or with a calling card can result in both numbers being billed. You are allowed to receive calls from your country, but be considerate. Usually calls after 10 pm are frowned upon unless there’s an emergency. You can, however, use the public phone provided at school. Remember that Cuernavaca is under Central Standard Time zone.

Conflicts: The idea of respect and understanding also applies to the host family with which you stay. If you feel that you are having excessive problems with your host family, let the Coordinator of Host Families, International Relations director or your Group Leader/Chaperone know immediately. Your case will be reviewed and, if merit exists, you will be moved to another family. We understand that sometimes conflicts arise, even if families have had experience with many students. These could range from something as basic as amount of noise to personality



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conflicts. We will make every effort to make your homestay as pleasant and profitable as we can. In case there is a conflict, before it gets out of hand, the best thing to do is not to be confrontational or offensive, but to let administrative personnel handle it. It's part of our job.

AT CUAUHNÁHUAC

Academic Requirements: Even though you will be in Mexico, and at times it will seem like a vacation, please remember that you are still in school, and that you are expected to meet the academic standards of Cuauhnahuac. While in school, you will be required to attend all your classes, to arrive on time, to remain for the entire lesson, and to conduct yourself with the same amount of respect that you expect from all others. Classes will begin promptly at 8:00 am Monday through Friday, otherwise, please review your group's itinerary program. Please make sure that you leave your home with plenty of time to arrive on time. Because Spanish classes are small - there are no more than 5 students in each class - arriving late will greatly disturb the class. This also applies to leaving early. If you miss a class without prior approval of either the Spanish Department Director, the International Relations Director at Cuauhnahuac or your Group leader/Chaperone, your grade will be affected. There will be breaks, during which you can use the restroom, purchase a variety of snacks, handle laundry, chat, relax, etc. Minors (less than 18 years old) are not allowed to leave the school facilities during class schedule or extra-cultural activities, so make sure that you return before class resumes. **PLEASE NOTE Minors (less than 18 years old) must sign our Rules for Minors Agreement.**

Please realize that you are in Cuernavaca to study. This is an intensive/accelerated program, and it will differ greatly from a regular quarter/semester in the pace of study. Thus, understand that although you may wish to have more time to "kick back" and "soak in the atmosphere", you must still budget time to study, do reading assignments, and complete homework. There is a lot to do and see in Cuernavaca, and there will be ample opportunities to socialize and take in the cultural richness of the city and Mexico. However, be careful not to neglect your studies. The International Relations Director will oversee the academic program, and working with the Spanish Department staff and your group leader, will evaluate your progress in the program.

Field Trips: If your school's program itinerary does not include an Excursion Package, there will be tours and excursions to places of historical and/or recreational interests that Cuauhnáhuac offers to all students. If you wish to participate in these, you must sign up for them and pay the appropriate fee. If you wish to join a tour that is scheduled when your classes are being held, you must request permission from the International Relations Director or your group leader/chaperone before you leave.

Swimming Pool/Attire: There is a swimming pool on the premises of Cuauhnáhuac. Pool hours are 7:30 am until about 8:30 pm Monday through Friday, Saturdays from 9:00 am until 6:00 pm, closed on Sundays. You will be allowed to use this facility, but you must also bear in mind that common courtesy still applies. You should not make loud noise when using the pool, as there are classes going on all day. You should not attend classes in your swimming attire, nor are towels wrapped around your swimming attire permitted. You will be required to wear shoes or sandals at all times. Feet are perceived differently in Mexico than in other countries you should keep them on the ground, and not on chairs, tables, benches, etc.

Drinking/Eating in Classrooms: Drinking and eating are allowed only in the patio areas of Cuauhnáhuac. You will not be allowed to bring food into the classroom. There are breaks between language sessions, and you can enjoy snacks and soft drinks. If you are served a drink in a bottle, it is polite to return it to the counter, or place it in the racks located in the patio area. Under no circumstances will alcohol consumption be allowed on school property, and if you are caught consuming alcohol on school property you will be expelled from the program. Drugs are illegal, and if you are caught using them, or carrying them on school property you will be expelled from the program. **PLEASE NOTE Minors (less than 18 years old) must sign our Rules for Minors Agreement.**

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Mail: Mail sent from Mexico (even First Class Airmail) can take up to four weeks to arrive to another country. Students at Cuauhnáhuac, however, are coming and going often and can carry letters and postcards back with them. You may want to bring stamps if you wish to send letters or postcards home with other students. To get mail from home, have them write to the school's address. Letters should be addressed to:

Your Name
Cuauhnáhuac Esc. C.I.C.L.C., S.C.
Apdo. Postal 826, 62001
Cuernavaca, Morelos, México

Phone Calls: If you wish to make long distance phone calls, you must purchase phone cards in Mexico (Ladatel cards) in denominations of 30, 50, or 100 pesos that can be used in public phones around the city. Ladatel cards are available at Cuauhnáhuac. If you purchase a phone card in town, do so from a business, and not from street vendors, as these cards may be fake. Students can make calls using their calling cards. You can access your system by dialing the following numbers:

AT&T 001 800 462-4240
MCI 001 800 674-7000
SPRINT 001 800 877-8000

You can also make collect calls, but they are extremely expensive. The evening rate is about \$10.00 US for three minutes, and the phone company usually charges in three-minute intervals.

Your family may contact you directly at school during class time, but please be aware that the phone is for business purposes, however, it is best to let the person calling know when your break times are. Cuauhnáhuac has three phone numbers: + 52 777 312-3673, + 52 777 318-9275, and + 52 777 318-6757

The best thing is to arrange with your host family when the best time would be to receive calls, and ask your friends and family to call you at those times. Remember that Cuernavaca is under Central Standard Time zone.

Fax Machine: Students may send a receive faxes at Cuauhnáhuac. The number is + 52 777 318-2693. There is no charge to receive faxes (keep them within a few pages), but to send them there is a charge of 15 pesos per minute.

E-mail and Internet: Students may send and receive e-mail messages (off-line) at the school free of charge. Messages should be sent to (student@cuahnahuac.edu.mx). Senders should put only the student's full name in the subject line. These messages will be printed out throughout the day and sorted in a mailbox for the students. Internet access is available at the school's computer lab for a cost of 5 pesos per half an hour. Students are allowed 60 minutes when there are others waiting. There are six computers on site. Computers are available to students from 8:00 am until 4:00 pm. In addition, there is Wireless Internet conection on campus; this service has one single fee for the length of your stay (approximately \$5-\$15usd). Also, there are a number of Internet cafés throughout the city which are easy to find, as well as economical with prices ranging from 15 to 30 peso per hour.

Library Use: Cuauhnáhuac has a small but well stocked library that is particularly rich in information about Mexico. Students can check out books for the length of their stay. (There may be a deposit required.) There is a photocopier in the library. Copies cost 50 centavos (5 US cents) per page. Items such as phone cards, post cards, stamps, jewelry, and other miscellaneous gifts can be purchased in the library. Library hours are from 8:00 am to 3:00 pm.

- Please be in contact with the International Relations Director, Mr. David Cano M. with any questions, comments or concerns during your time at Cuauhnáhuac.

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MINORS (LESS THAN 18 YEARS OLD) MUST REVIEW AND SIGN OUR RULES FOR MINORS AGREEMENT; IT CAN BE REACHED AT THE END OF THIS DOCUMENT.

STUDENT HANDBOOK SIGNATURE

I HAVE READ AND UNDERSTAND THE INFORMATION PROVIDED TO ME IN THE STUDENT HANDBOOK FOR THE CUAUHNÁHUAC SPANISH PROGRAM

 Student Name

 Student signature

 date

Rules for Minors Agreement

Form must be returned to Cuahnáhuac prior to student's arrival.

Fax: 011(52)(777) 318-2693

1. Each student must arrive at Cuahnáhuac every day at the scheduled time and attend ALL classes and participate in all extra cultural-activities on time until students are dismissed.
2. Each student must not leave Cuahnahuac's grounds during classes or extra cultural-activities unless permission has been granted by the group leader or Cuahnáhuac's International Relations Director.
3. Each student must be punctual for each departure time of excursions.
4. In case of illness each student must inform Cuahnáhuac's administration personel of their absence. Cuauháhuac will assist you with any medical need you may have.
5. Each student must be at the host family's home by 10:00 p.m. every night unless written permission has been granted by the group leader or Cuahnáhuac's administration.
6. The use of Alcohol and/or any other illegal substance will not be tolerated. Any evidence or suspicion of use constitutes immediate dismissal from the program.
7. Operating a motor vehicle constitutes immediate dismissal from the program.
8. Any refusal to accept authority and direction of group leaders, family members, or personnel of Cuahnáhuac constitutes immediate dismissal from the program.
9. Each student must have health insurance that covers medical as well as accidental care for the length of studies at Cuahnáhuac.

**** Cuahnáhuac Esc. C.I.C.L.C., S.C. reserves the right to dismiss any student at any time. Any student dismissed from the program will be sent home at the expense of the Parent/Guardian. ****

-I agree to abide by the rules of Cuahnáhuac Esc. C.I.C.L.C., S.C. without exception.

 Name of Participant

 Signature of Participant



Av. Morelos Sur 123, Col. Chipitlán, 62070
Apdo Postal 5-26, 62051.
Cuernavaca, Morelos, México.
Tels: (52)(777) 312-3673, 318-9275 ó 318-6757.
Fax: (52)(777)318-2693.

E-mail: inform@cuahnahuac.edu.mx
Website: <http://www.cuahnahuac.edu.mx/>

-I have read and discussed the rules of Cuahnáhuac Esc. C.I.C.L.C., S.C. with my young person and agree that any violation of rules will mean dismissal from the program at my expense. I further release Cuahnáhuac Esc. C.I.C.L.C., S.C., including all its members and the Host Family, of all responsibility in the event that the above named participant not abide by the Rules for Minors, the National Laws and in any circumstances when the minor is unaccompanied by a member of the Institute or the Host Family. I have witnessed the participant's signature.

Name of Parent/Guardian

Signature of Parent/Guardian

Date of Signatures

“pro la cultura mexicana y su lengua”