

*Live the Language
Learn the Culture*

Foreign Language and Cultural Immersion Since 1968

NATIONAL REGISTRATION CENTER FOR STUDY ABROAD



Bolivia

For more information please visit: www.nrdsa.com

NRCSA is a proud member of:



National Registration Center for Study Abroad
PO Box 1393 Milwaukee, Wisconsin 53201 USA
Tel: (414) 278-0631 Email: study@nrdsa.com

National Registration Center for Study Abroad (NRCSA)

P.O. Box 1393, Milwaukee, WI 53201 USA. Tel. 414 278 0631 Fax. 414 271 8884



Learn the Culture  Live the Language  Since 1968

LATIN AMERICA ACADEMY – SUCRE, BOLIVIA

ABOUT THE SCHOOL AND THE CITY

Latin America Academy, who also own and operate a well established school in Quito, Ecuador, invites you to study Spanish immersed in the unique culture of Bolivia. Located in the heart of Sucre in a quiet historic, colonial area, just a few blocks away from the city center, Latin America Academy offers a high quality program focusing on the four basic language skills: listening, grammar, oral and written comprehension. Classes are held in a 2 story building with seven classrooms, kitchen, a salon (for videos, etc.) a flat roof, nice roomy balcony, an interior patio, a small area to get sun tan. Access to e-mail is free at the school for students with no access to the internet.

All Latin America Academy teachers have a University Degree in Spanish Philology and have been carefully selected because of their qualifications and experience in teaching Spanish as a foreign language. Some of them are Doctors or have Master Degrees in teaching Spanish and literature, history or Latinamerican culture. They refresh their teaching skills, receiving special courses every year from our International Academic Director in Ecuador. Latin America Academy in Bolivia is registered with and recognized by the Bolivian Ministry of Education.

Sucre is the beautiful colonial judicial capital located in the Andean highlands of Bolivia. Known as the "White City of the Americas" due to its numerous colonial buildings, all of which are painted in white and topped with shiny red tile roofs. Set in a valley surrounded by low mountains, Sucre is small (pop. 150,000) so that it is very easy to explore on foot. A university town, known as the center of learning and progressive thought, Sucre has many museums, a central plaza, shops and restaurants.

ABOUT THE PROGRAM

Latin America Academy in Bolivia offers nine levels of study in accordance with ACTFL (American Council of Teachers of Foreign Languages): Lower beginner, medium beginner, high beginner, lower intermediate, medium intermediate, high intermediate, advanced, high advanced and superior. Students must pass tests at each level in order to progress to the next. Upon arrival a placement test is taken. Classes are 55 minutes in length and are held 8:00-12:50. Sometimes in high season classes may take place in the afternoon. Teachers are rotated every week.

Group Program The Group Program at Latin America Academy includes 20 hours per week of Spanish classes. Maximum number of students per class is 4 students, with the average being 2 students. Groups are organized in a way that they will always consist of students possessing the same level of Spanish. At the conclusion of your studies, you will receive a certificate of completion. The method is based on the 4 language skills:

listening, grammar, oral and written comprehension.

Additional Tutor Option-Advanced & Superior Levels

Those students at Advanced and Superior levels who have special needs (i.e. special vocabulary, Bolivian history or literature, etc.), should inform NRCSA in advance. These special needs can be handled with a Tutor as a supplement to the Group Program. This option is available on request and at additional cost.

Children's Tutor Program Latin America Academy can accommodate the teaching of Spanish to children ages 5-16. This program is designed as a Tutor (one-on-one) program and utilizes TV Spanish programs, audio cassettes, children's Spanish books and games to create a fun language learning atmosphere. Cost is the same as the adult Group Program. Child care may be possible upon special request.

Volunteer Opportunities Academia Latinoamericana - Bolivia has several volunteer opportunities available. Minimum Spanish language level is dependent on type of work and a minimum 2 week Spanish course is required regardless of level before volunteer program begins. Those at Beginning and Post Beginning levels are required to take at least a 4 week minimum Spanish course prior to volunteer program. Participants must have a University degree or be working toward one. These are unpaid positions. To be considered for one of the positions, please submit an introductory letter and resume along with the NRCSA Registration Form.

ACCOMMODATIONS

Homestays Your host family will take care of you and provide breakfast and dinner, and do your laundry. Most families live within 20-30 minutes walking distance. All students receive a private room unless otherwise requested. Your host family will also pick you up at the airport upon your arrival.

OF SPECIAL INTEREST

As part of the language program, our center offers 2-3 organized activities every week. In addition, students will find a daily schedule of cultural events in Sucre and surrounding areas. Activities include: Visits to local areas of interest, dance classes, cooking classes, parties, spanish languages movies, seminars & discussion groups. Entrance fees and transportation not included.

TO REGISTER:

Complete the NRCSA Preregistration Form or contact the National Registration Center for Study Abroad at 207 E. Buffalo Street, Suite 610 * P.O. Box 1393, Milwaukee, WI 53201 USA, or by calling (414) 278-0631; by Fax (414) 271-8884.

Check out our website at <http://www.nrcea.com> or e-mail us at study@nrcea.com

Program & Admission Information - Sucre, Bolivia

Program Overview

Nine levels of study are offered in accordance with the ACTFL guidelines (American Council of Teachers of Foreign Languages): Lower beginner, medium beginner, high beginner, lower intermediate, medium intermediate, high intermediate, advanced, high advanced and superior. Students must pass tests at each level in order to progress to the next. We recognize that every student has the best insight into their educational needs, which is why we will work with each student to ensure, as best possible, that they are receiving the training and support they need. Upon arrival a placement test is given and an evaluation is made by the faculty. Results of the test and the students needs are taken into consideration and used to create the most productive program in the time available.

One of our goals is to provide excellence in education with a particular emphasis on grammar and vocabulary. To ensure the success of each student, high quality teaching materials are provided. We have published customized textbooks and guidebooks which are used in combination with other materials from universities around the world. These textbooks, along with audio-visual materials, newspapers, magazine articles, and practical instruction, creates a well-rounded program for all levels.

Books provided are as follows:

- Beginner/Elementary levels: CUMBRE (SGEL) / PLANETA (EDELSA)
- Intermediate level: RAPIDO (SGEL) / PUNTOS DE PARTIDA (MC GRAW HILL)
- Advanced level: ABANICO (DIFUSION)
- Proficiency: CURSO DE PERFECCIONAMIENTO (SGEL)

Classes are 55 minutes in length. Students may enroll for as many weeks as desired. In order to make sufficient progress and gain the maximum benefit from the course, the following program duration ranges are recommended: Beginner (2-12 weeks), Intermediate (4-8 weeks) and advanced (2-8 weeks). Courses lasting for more than 3 months will require a visa from the Bolivian government. On the first Monday, students are given a city tour and information about the city, school, family life and culture. No formal Spanish classes take place the student's first Monday. Classes are held 8:00-10:20, break 10:20-10:50, and resume 10:50-12:50. Sometimes in high season classes may take place in the afternoon too. Teachers are rotated every week.

Group Program The Group Program includes 20 hours per week of Spanish classes. Maximum number of students per class is 4 students, with the average being 2 students. Groups are organized in a way that each group will always consist of students possessing the same level of Spanish. At the conclusion of your studies, you will receive a certificate of completion. The method is based on the 4 language skills: listening, grammar, oral and written comprehension. No English will be used in class.

Tutor Program The Tutor Program includes 20 hours per week of Spanish lessons with a private tutor. The program is recommended for those students at Advanced and Superior levels who have special needs (i.e. special vocabulary, Bolivian history or literature, etc.), or any student wanting an intensive language learning program. Please inform NRCSA of any special needs in advance .

Super Intensive Group The Group Program includes 30 hours per week of Spanish classes. Maximum number of students per class is 4 students, with the average being 2 students. Course starting dates: Every Monday. Every weekly rate includes 5 days of classes (from Monday to Friday) 4 hours in small group in the morning and 2 hours on individual basis in the afternoon.

The Children's Tutor Program Special programs for students aged 5-16 are available. This program is designed as a Tutor (one-on-one) program and utilizes Spanish TV programs, audio cassettes, children's Spanish books and games to create a fun language learning atmosphere. The cost is the same as the adult Group Program.

* Please Note: Since Tutors are limited in availability, it is suggested that you make reservations for this program 2 months in advance. Child care may be possible upon special request.



Programs

Group Program
Tutor Program
Super Intensive Group
The children's Tutor
Program
Volunteer
Opportunities

Admissions &
Academic Credit
Certificates

Activities

Excursions,Cultural &
Social Activities

Comments

"I enjoyed the family homestay the most, because it helped me to gain a better grasp of the Spanish language."

University Student, Asheville, NC

Volunteer Opportunities Several volunteer opportunities are available for interested students. Minimum Spanish language level is dependent on type of work and a minimum 2 week Spanish course is required regardless of level before volunteer program begins. Those at Beginning and Post Beginning levels are required to take at least a 4 week minimum Spanish course before beginning their volunteer program.



Participants must have a University degree or be working toward one. Volunteer positions are unpaid. To be considered for one of the volunteer or internship positions, please write "volunteer" and/or "internship" in the Options box the NRCSA Preregistration form and fax or mail your form along with an introductory letter and resume.

[FOR DETAILS ON THE VOLUNTEER OPPORTUNITIES AVAILABLE, PLEASE CLICK HERE.](#)

Admissions & Academic Credit

Students age 18 years and older are welcomed regardless of educational background, occupation or nationality. Students under the age of 18 must be accompanied by an adult. No previous knowledge of Spanish is required except where otherwise indicated.

Students desiring credit for their study program should contact their home school or request the NRCSA Credit Fact Sheet. Generally, U.S. universities consider 15 hours of study to be equal to 1 semester credit.

For those students who have arranged with their home college or university to receive credits for Spanish study abroad, a letter will be issued stating dates of study, hours completed, progress and level of achievement. Get a letter of instructions from your home school and advise the foreign school administrators upon arrival of your credit transfer needs.

For more information about academic credit in Spanish speaking countries, [please click here](#).
For general information on academic credit, [please click here](#).

Certificates

All students receive from the school a certificate indicating a student's satisfactory progress and a description of each course completed.

ALL NRCSA PROGRAMS INCLUDE:

- ✓ Foreign language immersion classes
- ✓ Small interactive group and/or one-on-one instruction
- ✓ Culture program integrated into conversation classes, activities
- ✓ Meet-the-People interaction at school, homestays, & community events
- ✓ Orientation covering attractions, how to, health, safety, entertainment
- ✓ Academic assessments, placement-exit tests, Achievement Certificate
- ✓ Lodging (reduced fee if no lodging needed)
- ✓ Meals and/or cooking facilities at most centres
- ✓ Insurance: medical and accident - see below
- ✓ Emergency Hotline staffed 24 hours/day - see below
- ✓ Housing Coordinator familiar with area homestays, apartments, hotels
- ✓ Activity Coordinator facilitates transfers, cultural/social activities, tours
- ✓ Program Director experienced working with foreign participants
- ✓ Qualified, experienced, and certified educators
- ✓ Weekly proficiency goals and progress assessments
- ✓ Planning and Orientation materials
- ✓ International Ambiance, participants from around-the-world welcome
- ✓ Telecom assistance, web/e-mail access, usually on-site
- ✓ Local taxes for included services
- ✓ 24:7 Culture Immersion w/ native speakers: class, homestay, community
- ✓ **ALL NRCSA PROGRAMS INCLUDE the following INSURANCE***

ACCIDENT INSURANCE up to \$10,000 SICKNESS INSURANCE up to \$10,000

EMERGENCY MEDICAL EVACUATION up to \$25,000

EMERGENCY REUNION up to \$5,000

REPATRIATION up to \$7,500

LIFE INSURANCE \$5,000

plus

24 HOUR EMERGENCY WORLDWIDE MULTI-LINGUAL TELEPHONE ASSISTANCE

MANY ALSO OFFER

- ✓ **Tours:** cultural visits, day and weekend fieldtrips
- ✓ **Art:** classes/workshops, craft, dance, theater, fashion, music, photo
- ✓ **Humanities:** culture, area studies, hist, lit, gov't, educ, comm, plus...
- ✓ **Health:** golf, swimming, tennis, diving, skiing, riding, plus...
- ✓ **Special:** vocabulary classes tailored to your professional needs
- ✓ **Lodging:** homestay, apartment, dorm, hotel, special diet
- ✓ **Food:** home cooking, cooking classes, dine-around, wine tasting
- ✓ **Family:** services, daycare, child classes, community services
- ✓ **Teacher:** training, workshops, practicums, practice teaching, ECH
- ✓ **Teen:** camps and youth programs (including experiential)
- ✓ **University:** credit, undergraduate and graduate
- ✓ **Professional:** development credit in many fields, licensure, CEU
- ✓ **Volunteer:** medical, social service, ecology, teach plus...
- ✓ **Internships:** business, media, arts, eco, tourism, computer, plus...
- ✓ **Business:** classes, visits, networking, executive support services
- ✓ **Peer-to-Peer:** share interests, network by profession or hobby
- ✓ **Current Events & Professional Workshops, Holiday Courses**
- ✓ **Distance** educ liaison service, independent studies, research assist
- ✓ **Free** books and course materials. Return at end of studies
- ✓ **Free** airport transfers and internet access
- ✓ **Assessment** reports for attendance, progress, acculturation if needed
- ✓ **Medical:** professional training, law, social work, sciences etc.

** If you have a problem while studying abroad, call the 24 hour hotline! Call Any Time from Anywhere! Medical or travel emergencies, legal or medical or embassy referrals, lost passport or luggage, emergency message relay, coordinating emergency prescription replacement or cash transfer, emergency translations, 24-hour medical monitoring. Problems seldom occur, but when they do, it is nice to know insurance and worldwide assistance are included in your cost for study dates prepaid through NRCSA as reflected on your NRCSA confirmation. Additional optional insurance available upon request. Refer to the certificate for specific terms, conditions and other details regarding benefits, limitations, eligibility and exclusions of this plan. Questions? Contact NRCSA: Tel: 414-278-0631 ... E-Mail: info@nrcca.com ... Web: <http://www.nrcca.com>*

For Questions, Concerns, or Registration, Contact NRCSA
National Registration Center for Study Abroad * Box 1393, Milwaukee WI 53201 USA
Tel 414-278-0631 * Fax 414-271-8884* www.nrcca.com * info@nrcca.com
Since 1968 * Language-Culture Immersion Worldwide * Start Weekly * All Ages * Credit, CEU or Enrichment

PREREGISTRATION FORM – NRCSA PROGRAMS

1. Complete & send to NRCSA, P.O. Box 1393, Milwaukee, WI 53201, USA • Tel. (414) 278-0631 • Fax (414) 271-8884 • Web: www.nrca.com
2. Enclose a non-refundable deposit/registration fee of \$140 per person, per program, payable to NRCSA (\$40 registration fee & \$100 program deposit applied towards the program costs).
3. Register early. Add \$40 per person late enrollment fee if paying in full within 40 days of departure. Within 20 days, payments by certified check.
4. Credit Cards may be used for deposits (see "H" below). NRCSA street address for overnight deliveries is 207 East Buffalo Street, Suite 610, Milwaukee, WI 53202 USA. You are welcome to photocopy this form. Please send separate form for each school if taking multiple programs.

A. Name(s) _____ Sex _____ Birthdate _____ Citizenship _____
Please print
 _____ Employer _____ Occupation _____
If student, school attending and year

Street: _____ Tel. Home: _____
Street address (not P.O. Box) where someone can sign for documents sent to you.

City/State/Zip: _____ Tel. Work: _____
 Fax: _____
 E-mail: _____

In Emergency, notify: _____
(Name, Address, Phone)

B. BACKGROUND: _____
Describe your background in the course you're taking abroad. Check your ability level: Beginner Post Beginner
 Intermediate Advanced

C. LODGING: _____
Schools will try (cannot guarantee) to meet them. Special Diet (may be available) at additional cost.

D. GOALS: _____

E. INSURANCE: Includes prepaid study dates. To extend coverage up to 30 days before/after study dates, add \$5/day or \$19/week and advise dates.

- Check Preferences.**
 Single Share Twin Other: _____
 Yes Smoking No Smoking Either
 Yes Pets No Pets Either
 Yes Children No Children Either
- PREFER:** Homestay Involvement Freedom to Come/Go
ARE YOU? Quiet Outgoing Frequent Traveler
OBJECTIVES: Enrichment Academic Credit Job Related
HOBBIES: Reading Music Cooking Jogging Sports

F. PROGRAM INFORMATION	School/Center
Program Name (use title from Dates & Fees)	City/Country
Date: Start Program	Date: Start Lodging (most start day before)
No. of hours day/week	No. of weeks attending
Disabilities/Allergies/Health Problems	2nd Choice Program
How did you learn about NRCSA?	Social Security Number
Options (see program for choices)	
Your Signature (if you are under age 18, both parents must also sign)	

INSURANCE INCLUDED for PRE-PAID STUDY DATES

ACCIDENT / MEDICAL INSURANCE UP TO \$10,000

EMERGENCY MEDICAL EVACUATION UP TO \$25,000

EMERGENCY REUNION UP TO \$5,000

REPATRIATION UP TO \$7,500

LIFE INSURANCE \$5,000

24 HOUR EMERGENCY WORLDWIDE-MULTI-LINGUAL TELEPHONE ASSISTANCE

For More Info: <http://www.nrca.com/INS24hrHotline.html>

H. CREDIT CARDS:

For program deposit only (**not final payment**) check:
 VISA Mastercard American Express Amount Charged \$ _____

_____ / _____
Card Number (13 or more numbers) Exp Date

SIGNATURE (as on card) PRINT name (as on card)

CHANGE FEES of at least \$35 apply for each change you make. Some "changes" may result in cancellation fees.

CANCELLATIONS are effective the day received in writing by NRCSA in Milwaukee. All payments less \$140 per program fully refundable up to 60 days prior to departure. For cancellations within 60 days of departure, \$250 per person is not refundable; within 40 days of departure, less 50% of program cost or \$300 per person (whichever is greater); within 14 days of departure, 100% of program cost is non refundable. Airline cancellation penalties, if any, are in addition to those outlined above. Cancellation penalties are per person, per program. Medical, baggage (above that included) and cancellation insurance is strongly recommended. Attach a note if you have a medical condition or Rx which the school/center should know about.

CONDITIONS: Each institution listed herein is independent of the National Registration Center for Study Abroad (hereinafter referred to as NRCSA, controls, and will periodically make changes in the program. Classes may fill, be changed, or dropped by the sponsoring academic institutions. NRCSA is a division of Mibar Ltd. and is not responsible for these changes or other actions beyond its control such as strikes, postal delays or loss, mechanical breakdowns, weather, government actions, delay or acts/omissions of suppliers. NRCSA may make changes or substitutions or cancel any program. In the event of entire program cancellation by NRCSA, liability is limited to refunding all monies paid to NRCSA for said program. Passengers electing not to use portions of a program shall not be entitled to a refund. No agent or representative of NRCSA shall have the right to alter the provisions listed herein. Costs based on tariffs and exchange rates effective the date of printing of this material, and are subject to change. Additional costs resulting from such change will be paid by the participant. Registrations are valid when accepted by NRCSA in Milwaukee. The passage contract used by the airline, when issued, is the sole agreement between it and you. Photographs of or statements by participants may be used by NRCSA. NRCSA, group leaders or foreign coordinators, at their discretion, may get medical assistance for participants, or place them in a hospital, or fly them back to the U.S. for medical treatment. All costs related to medical treatment or evacuation will be paid by the participant. As visitors you are expected to adhere to foreign rules and customs. If the foreign staff feels you are not adhering to these rules and customs, your participation in the program shall terminate immediately without refund whatsoever. A "homestay" is defined as living with a local person(s) in the foreign country and may not be multi generational, multinational, etc. It is the responsibility of the participant to have required proof of citizenship and visa(s) if applicable - check with the consulate of the country(s) you will be visiting.

INFORMATION USE: Information provided to NRCSA will be shared with participating organizations to facilitate your registration.

NOTE: Classes canceled in honor of local holidays are not made up. Foreign Language schools use placement tests. If there is no group at your level, smaller group or tutor classes may be substituted with fewer hours per week. Classes are conducted entirely in the target language. See **Fast Facts Guide** for more information.