



Easter Mandarin Immersion Trip to Beijing Registration Procedures & Refund Policy

REGISTRATION CHECKLIST

- Download the following forms at www.ramcc.co on Easter Mandarin Immersion Program page under Forms Downloads, print and complete:
 - 1) China 2015 Registration Form
 - 2) Health Form
 - 3) Behavioral Guidelines and Contract
 - 4) Liability and Waiver Form
- Enclose a crossed check made payable to RAMC Limited
- Submit two sets of clear copies of all travel documents. These include the information page of participant's passport and a copy of participant's valid Chinese visa or Hui Xiang Zheng; Hong Kong Identity Card.
- Submit above required forms, check payment (made payable to RAMC Limited) and supporting documents to: Flat D, 2/F, 41 Kennedy Road, Wan Chai, Hong Kong.

TRAVEL DOCUMENT

All participants are required to obtain their own visas for China. If a participant holds a valid Hui Xiang Zheng, he/she does not need a visa. Passports should have **at least seven months validity** left before obtaining a visa. If participants already have a visa, please make sure that it remains valid throughout the entire time he/she is traveling in China. Once your application has been received, we will send a China Visa application form that contains the sponsor details, accommodation and any other generic information required to complete the application. For more information about the basic requirements and supporting documents, please refer to:
<http://www.fmcopec.gov.hk/eng/zgqz/>

We recommend that you apply for your Visa prior to the refund deadlines outlined below. Please note that no refunds will be provided due to visa or travel document validity issues and these documents are solely the responsibility of the parents to obtain.

REFUND POLICY FOR SUMMER CHINA TRIP

- Refunds are determined by the date the RAMCC Summer Program Office receives written notice of a student's withdrawal and are granted according to the following schedules.
- If cancellation occurs after the trip begins due to medical condition, there will be NO refund. (We strongly advise all participants to purchase their own travel insurance).
- No refund will be provided if the travel documents and visa are not valid throughout the trip.
- In the event that RAMCC cancels a trip for reasons of student safety and/or security (i.e. SARS, Bird Flu, Consulate Travel Warnings, etc.), all recoverable money will be refunded. HKIS will not charge any administration fee in this situation.



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Refund Portion	Dates
Full Refund less \$1,000 cancellation fee	From now to March 25, 2015
50% Refund	From March 26 to April 9, 2015
NO Refund	On and after April 10, 2015

CONTACT INFORMATION

For Registration Inquiry - RAMCC Summer Program Office

Rhoda Yuen

Email: rhoda@ramcc.co

Phone: (852) 9169 8916

For Trip Inquiry – Beijing

Rhoda Yuen

Email: rhoda@ramcc.co

Phone: (852) 9169 8916



REGISTRATION FORM

EASTER MANDARIN IMMERSION TRIP SUMMER 2015 IN BEIJING

- MS & HS Students: HK\$25,500** Easter Mandarin Immersion in Beijing, entering Grades 6-11 from April 3 - 12, 2015. (10 Days)

PARTICIPANT INFORMATION *(Please print clearly)*

Please include two sets of clear photocopies of the following travel document for each participant:

- 1) Hong Kong Identity Card
- 2) Passport (photo & China VISA validity pages) or Hui Xiang Zheng

1st Participant

Name: _____ (As in passport)
Gender: _____ **Birthdate:** M D Y
Hong Kong Identity no.: _____
Current Grade: _____
Passport no. or Hui Xiang Zheng no.: _____ **Nationality:** _____
(please circle one) *(based on Travel document)*

2nd Participant

Name: _____ (As in passport)
Gender: _____ **Birthdate:** M D Y
Hong Kong Identity no.: _____
Current Grade: _____
Passport no. or Hui Xiang Zheng no.: _____ **Nationality:** _____
(please circle one) *(based on Travel document)*

CONTACT INFORMATION

1st Parent: _____ **Email:** _____
Mobile: _____ **Office no.:** _____ **Home no.:** _____
2nd Parent: _____ **Email:** _____
Mobile: _____ **Office no.:** _____ **Home no.:** _____



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Home address:

EMERGENCY CONTACT *(if parents cannot be reached):*

Name:

Relationship:

Mobile:

PAYMENT INFORMATION

Total Participant(s): x HK\$ per person = HK\$

Check Issuer's Name:

Check Amount:

Issuing Bank's Name:

Check Number:

NOTE: PLEASE REVIEW REFUND POLICY ON PAGE ONE.