

# SPONSORSHIP FORM

Advances in Development Communication  
Course director: Ms. Bushra Jabre  
June 6-18, 2005

**PLEASE PRINT OR TYPE**  
**TO BE FILLED IN BY SPONSORING AGENCY OR PROJECT**

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## PERSONAL INFORMATION

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Participant's Name \_\_\_\_\_  
(Last) (First) (Middle)

Country \_\_\_\_\_

I hereby confirm that the above participant will be sponsored by: \_\_\_\_\_

\_\_\_\_\_  
(Name of Sponsoring Agency or Project)

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## WORKSHOP TUITION

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The workshop tuition fee is US\$4,500 and **must be paid in advance**. Tuition includes single room, breakfast and lunch, trainer costs, background materials, training materials and supplies, computer use, workshop transportation including airport to hotel and back, field trips, certificate awards, social programs. Course fee payments must be made by:

1. An international draft made payable to the Johns Hopkins University (JHU), drawn on a U.S. bank in U.S. dollars.
2. Electronic wire transfer (from your bank to JHU bank) with participant's name:  
M & T Bank  
One M & T Plaza  
Buffalo, NY 14203  
ABA # 022 0000 46  
Account Number: Johns Hopkins University  
Account No. 090 0052 2  
Reference: H 630-980-2120

JHU can only accept the required course fees (\$4,500) into its bank account. Money for participants' personal expenses (miscellaneous expenses) should not be transferred into JHU account. It must be paid directly by the sponsor to the candidates themselves.

Please note that the tuition funds may be mailed separately but must be received by **May 1, 2005**.

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## CANCELLATION/REFUND POLICY

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In the event of a cancellation, the Johns Hopkins University will make every effort to find another candidate when given proper advance notification. Recommendations for substitutes will have to go through the regular admission process. However, because JHU/Center for Communication Programs may not be able to replace lost revenue resulting from cancellation, the refund policy will be as follows:

Prior 30 days	Full refund of tuition
30-15 days	50% tuition
14 days or less	No refund

Notice of cancellation must be made in writing 30 days prior to the workshop to receive a full refund. JHU/CCP will mail a confirmation notice to the sponsor upon receipt of written notification of cancellation.

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PER DIEM/ALLOWANCE

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The incidental allowance will be paid by the sponsoring agency directly to the participant.

Participants should arrive on Sunday early afternoon, June 5 and depart on Sunday morning, June 19, 2005. This schedule includes 13 days.

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INSURANCE AND VISA

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The sponsoring agency will be responsible to provide the participant with:

1. a short term health and accident coverage and
2. assistance in obtaining the visa.

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ACCEPTANCE

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By signing and returning the enclosed by March 30, 2005, the Agreement will constitute a binding contract between the parties.

Signature of Authorized Officer \_\_\_\_\_ Date \_\_\_\_\_

Officer's Name and Title \_\_\_\_\_

Address \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail \_\_\_\_\_

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Please return the completed form and tuition check to:

Advances in Development Communication Workshop Telephone No.: 410-659-6349  
Center for Communication Programs Fax: 410-659-2693  
Johns Hopkins Bloomberg School of Public Health E-Mail:  
111 Market Place – Suite 900 Internet Site: <http://www.jhuccp.org>  
Baltimore, MD 21202-4024 USA

The deadline for submission is March 30, 2005

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If you need additional copies, this form can be photocopied.