

MASTER's PROGRAMME (Full Time)	12 MONTHS (October-March)		€ 9.050-		
MASTER's PROGRAMME 18 MONTHS (Part-time)	JANUARY-MARCH		APRIL-SEPTEMBER	OCTOBER-DECEMBER	JANUARY-JUNE
	€ 4.700-		PAID INTERNSHIP	€ 4.700-	DISSERTATION
PROFESSIONAL QUALIFICATIONS	OCTOBER-DECEMBER	JANUARY-MARCH Master's Intake	OR	JANUARY-MARCH	APRIL-SEPTEMBER
	€ 4.350-	€ 4.700-		€ 4.350-	PAID INTERNSHIP
HOTEL MANAGEMENT Academic Track	CERTIFICATE Hotel Operations		SWISS DIPLOMA		BA (Hons)
	1st YEAR		2nd YEAR		3rd YEAR
	1 st semester	2 nd semester	3 rd semester	4 th semester	BA TERM
	€ 8.690-	PAID INTERNSHIP	€ 8.690-	PAID INTERNSHIP	€ 8.690-
HOTEL MANAGEMENT Vocational Track	CERTIFICATE Hotel Operations		SWISS DIPLOMA		BA (Hons)
	1st YEAR		2nd YEAR	3rd YEAR	4th YEAR
	1 st semester	2 nd semester	3 rd semester	4 th semester	1 st semester
	€ 8.690-	PAID INTERNSHIP	€ 8.690-	PAID INTERNSHIP	€ 8.690-
CULINARY ARTS	CERTIFICATE		SWISS DIPLOMA		BA (Hons/Ord) International Food and Beverage Management
	1st YEAR		2nd YEAR		3rd YEAR
	1 st semester	2 nd semester	3 rd semester	4 th semester	BA TERM
	€ 7.250-	PAID INTERNSHIP	€ 7.250-	PAID INTERNSHIP	€ 8.690-
EVENTS & CONVENTIONS MANAGEMENT	CERTIFICATE		SWISS DIPLOMA		BA (Hons) International Events and Conventions Management
	1st YEAR		2nd YEAR		3rd YEAR
	1 st semester	2 nd semester	3 rd semester	4 th semester	BA TERM
	€ 8.690-	PAID INTERNSHIP	€ 8.690-	PAID INTERNSHIP	€ 8.690-
EDEXCEL/ BTEC HND TRAVEL & TOURISM MANAGEMENT 2 Years	CERTIFICATE		HIGHER NATIONAL DIPLOMA		BA (Hons)
	1st YEAR		2nd YEAR		3rd YEAR
	1 st semester	2 nd semester	3 rd semester	4 th semester	BA TERM
	€ 6.450-	PAID INTERNSHIP	€ 6.450-	PAID INTERNSHIP	€ 8.690-
Foundation Programme	1 st semester/	2 nd semester	Intensive Programme 3 Months	OCTOBER-DECEMBER	JANUARY-MARCH
	€ 4.660-	PAID INTERNSHIP			
SPA MANAGEMENT	CERTIFICATE		DIPLOMA		
	1st YEAR		2nd YEAR		
	1 st semester	2 nd semester	1 st semester	2 nd semester	
	€ 6.100-	PAID INTERNSHIP	€ 6.600-	PAID INTERNSHIP	
POSTGRADUATE PROGRAMME	Diploma		NEW: BA (HONS) INTERNATIONAL FOOD AND BEVERAGE MANAGEMENT BA (HONS) INTERNATIONAL EVENTS AND CONVENTIONS MANAGEMENT For additional charges and payment terms, please turn over leaf		
	1 st YEAR				
	1 st semester	2 nd semester			
	€ 8.950-	PAID INTERNSHIP			

ACCOMMODATION AND MEALS COSTS

Full-Board Accommodation, in double room, for two terms: October-March or January-May	€4.900
Full- Board Accommodation, in double room, for one term (10 weeks)	€3.000
Lunch (Mandatory for day students enrolled in the Hotel Management, Culinary Arts and Events and Conventions, Foundation, and Postgraduate programme)	€ 650
Single room: Surcharge of € 3.300/semester for October intake	Surcharge of € 3.780/ for January intake

Please note accommodation is subject to availability, therefore early registration is advisable.

ADDITIONAL CHARGES

***VAT 19% is NOT included**

Application Fee (non-refundable)	€ 100*	
Uniforms/Knives		
	Hotel Management	€ 500
	Culinary Arts	€ 550
	Events and Conventions	€ 250
	Foundation	€ 150
Health and Accident Insurance Fee for International Students (per Year)	€ 655*	
Wireless Internet Access Fee (Mandatory)	€ 55*	
Purchase of Books (depending on course) per year	€ 200-600	
Graduation Fee	€ 290*	
Re-sit Exams	€ 210-400*	
Damage Deposit (Refundable upon completion of studies in the month of September)	€ 300	
FOR NON-EUROPEAN RESIDENTS ONLY	Residence Permit Costs	€ 210*
	Processing Fee	€ 240*

Withdrawal and Refund Policy

Applicants who withdraw are entitled to the following:

- 3 months prior to beginning of the course: 100% refund
- 2 months prior to beginning of the course: 50% refund
- 30 days prior to beginning of course: NO REFUND
- Withdrawal after beginning of course: NO REFUND
- All refunds are payable at the end of September
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Payment Terms

- **International students** are required to pay tuition and fees up-front. If you satisfy Alpine College's requirements, you will receive a Letter of acceptance together with a Financial Statement. Please arrange full payment within **2 weeks after** you receive the Letter of Acceptance.
- Returning International students are required to pay a re-enrolment deposit of €1000.00.- 30 days before the end of the academic year. The balances of the school fees are due by **August 15th**. In the event that the student fails exams and is unable to repeat the year, the deposit will be refunded at the beginning of the academic year.

A student must register as a Day student at the beginning of the year and may not change from Resident to Day status during the course of the academic year. **Please note that there is a €300.00 refundable damage deposit for resident students payable when booking accommodation. The Damage Deposit is retained until the end of the student's studies and stay at the School. It is refunded in the month of September.**

BANK DETAILS

Piraeus Bank NA A/C No 5019-015656-761 IBAN: GR97 0172 0190 0050 1901 5656 761 (Glyfada Branch)
SWIFT CODE: PIRBGRAA

Alpha Bank A/C No 122002320000619 IBAN: GR 6401401220122002320000619 SWIFT CODE: CRBAGRAAXX

The deposit slip has to be sent to Alpine College showing clearly the student's name for the issuance of an official receipt.
Fax no. 210 8981189. (Bank charges are not covered by Alpine College and should be borne by the student)

Conditions

Late payments: Students whose bills are not paid on the due dates are subject to immediate dismissal. Such action does not modify or otherwise affect in any way the student's obligation that all tuition fees and other charges are due and payable for the entire academic year. **Late fee payment 1% per month.**

Expulsion: Alpine College reserves the right to expel any student for constant violation of rules and regulations or for drug use or vandalism. In such a case, no refund is made.

Damages: Damages caused by the student to the school's property including, but not limited to, mutilation, destruction and harm to interior and exterior fixtures such as machines, equipment, furniture and any other type of damage/loss to facilities and property both fixed and moveable will be CHARGED SEPARATELY.

Dates & Fees: Alpine reserves the right to alter dates, fees, and curriculum or class hours without prior notice

Alpine College, the Swiss Business School for Hotel & Tourism Management Education in Greece

Palmyra Beach Hotel, 70, Poseidonos Avenue, 166 75 Glyfada

Tel. +30.210.898.3022 Fax. +30.210.898.1189

Web site: www.alpine.edu.gr E-mail: admissions@alpine.edu.gr April 2009



THE SWISS BUSINESS SCHOOL
FOR HOTEL & TOURISM MANAGEMENT EDUCATION IN GREECE

APPLICATION FOR ADMISSION

PERSONAL DETAILS

LAST NAME

FIRST NAME

Mr Mrs Ms

DATE OF BIRTH (DD/MM/YY)

TITLE (please circle)

PREFERS TO BE CALLED

HOME ADDRESS (STREET & NUMBER)

CITY

POSTAL CODE

COUNTRY

HOME TEL. NUMBER

E-MAIL ADDRESS

CITIZENSHIP

PASSPORT/ID NUMBER

GREEK RESIDENCE PERMIT NUMBER

ADMISSION DETAILS

Application for admission to ALPINE College for the academic year:

20

Intake

FULL TIME PART TIME

MASTER OF ARTS

International Hospitality and Tourism Leadership

BACHELOR OF ARTS (3 YEARS)

- International Hospitality and Tourism Management (Honours)
 International Food and Beverage Management
 International Events and Conventions Management

SWISS HIGHER DIPLOMA (2½ YEARS)

- Hotel Management with concentration in
Events & Convention Management

SWISS DIPLOMA (2 YEARS)

- Hotel Management
 Culinary Arts
 Events & Conventions Management

HIGHER DIPLOMA (2 YEARS)

- Travel & Tourism Management

FAST TRACK CERTIFICATE PROGRAMME

- Food & Beverage Service
 Rooms Division Programme

ALPINE PROFESSIONAL QUALIFICATION

- F&B Operations
 Room Division Operations
 Events & Conventions Management

- Postgraduate programme
 Spa Management Certificate
 Spa Management Diploma

- Foundation Programme

TRANSFER STUDENT

Specify Programme:

APPLICATION INSTRUCTIONS:

Please submit the following with your application form:

- Four passport photographs
- **CERTIFIED** photocopies of high school diploma certificates, English qualification, and BA transcripts
- Recommendation form duly filled by a teacher or employer

Additional information required for Master's Programme:

- Personal Statement Form (provided)
- Current curriculum vitae

EXPLANATION OF FINANCIAL CONDITIONS

The Enrolment is payable immediately after the student receives the Letter of Acceptance. This deposit reserves a place at ALPINE COLLEGE only upon receipt of payment. It will be refunded only if a student cannot attend the course and ALPINE COLLEGE receives notification of cancellation by Registered Mail no less than 60 days before the course begins. In case the student applies and pays the Enrolment Deposit during the 60 days preceding the start of the course, this deposit is then non-refundable. ALPINE COLLEGE reserves the right to dismiss at any time a student who has proven to be an unsatisfactory member of its community. If, in ALPINE COLLEGE's judgment, a student's conduct on or away from campus indicates that he or she is in a demonstrated way out of sympathy with the ideals, objectives and program of ALPINE COLLEGE, parents will be required to withdraw the student at once even though there may have been no violation of a specific rule. If at any time a student does not attend or withdraws for whatever reason or cause, or is asked to leave ALPINE COLLEGE at any time, either for disciplinary reasons (including the ones stated above) or due to unpaid school bills, he/she will not be entitled to any refund whatsoever (except for the Enrolment Deposit under the condition specified above).

I also declare and acknowledge the following:

My selection of, and registration with, ALPINE COLLEGE has been made freely and is my own choice.

In the event that I appear in any photos, videos, films or other means of reproduction during my enrolment at ALPINE COLLEGE, permission is granted to use the material for the promotion of the school, either locally or worldwide, both during the enrolment period and for an unlimited time afterwards. Promotions could involve such means as leaflets, brochures, advertising in newspapers and magazines, posters, films, press releases, videocassettes, TV, etc. It is understood that neither I nor anyone representing me will claim any fees or other rights for the use of my name and/or photo in any such promotions.

I have received, read, and fully understand and accept all the terms and conditions stated on the "Financial Sheet" as they apply to tuition, fees, charges and other conditions (PLEASE SIGN BELOW THIS PAGE)

ΜΕΤΑΦΡΑΣΗ ΣΤΑ ΕΛΛΗΝΙΚΑ

ΠΛΗΡΟΦΟΡΙΕΣ ΓΙΑ ΤΗΝ ΑΙΤΗΣΗ/ ΟΔΗΓΙΕΣ

Με την Αίτηση Εγγραφής παρακαλούμε όπως προσκομίσετε:

- Τέσσερις φωτογραφίες διαβατηρίου
- Αντίγραφο απολυτηρίου λυκείου ή άλλου αντιστοιχού τίτλου σπουδών, αντίγραφα βαθμολογίας, αντίγραφα άλλων διπλωμάτων
- Ένα έντυπο συστατικής επιστολής συμπληρωμένο από καθηγητή η εργοδότη

Προσθετα Απαιτούμενα Στοιχεία Για Το Μεταπτυχιακό Προγραμμα

- Συμπλήρωμα της φόρμας "Personal Statement Form"
- Πρόσφατο βιογραφικό

ΕΠΕΞΗΓΗΣΗ ΟΙΚΟΝΟΜΙΚΩΝ ΟΡΩΝ

Το ποσό της Εγγραφής καταβάλλεται αμέσως μετά την λήψη της Επιστολής Αποδοχής. Το ποσό αυτό εξασφαλίζει την θέση του σπουδαστή στο ALPINE COLLEGE και επιστρέφεται μόνον εάν ο σπουδαστής δεν δύναται να παρακολουθήσει το πρόγραμμα σπουδών και εφόσον η ειδοποίηση της ακύρωσης ληφθεί με συστημένη επιστολή πό το ALPINE COLLEGE τουλάχιστον 60 ημέρες πριν την έναρξη του προγράμματος. Σε περίπτωση που ο σπουδαστής υποβάλλει αίτηση εγγραφής και καταβάλει το ποσό της Εγγραφής εντός των 60 ημερών που προηγούνται της έναρξης των μαθημάτων, τότε τα χρήματα αυτά δεν επιστρέφονται. Το ALPINE COLLEGE έχει το δικαίωμα να αποβάλλει ανά πάσα στιγμή οποιοδήποτε σπουδαστή που δεν εντάσσεται αρμονικά στην ακαδημαϊκή κοινότητα του. Εάν κατά την κρίση του ALPINE COLLEGE κάποιος σπουδαστής συμπεριφέρεται, είτε στη σχολή είτε εκτός αυτής, κατά τρόπο ανάρμοστο ή αντίθετο προς τις αρχές, ιδεώδη και το πρόγραμμα του ALPINE COLLEGE, οι γονείς θα κληθούν να αποσύρουν το σπουδαστή αμέσως ακόμη και εάν δεν υπάρχει αθέτηση κάποιου ειδικού κανόνα.

Επίσης, εκουσίως δηλώνω και αποδέχομαι τα ακόλουθα:

Η επιλογή και εγγραφή μου στο ALPINE COLLEGE έγινε από εμένα ελεύθερα και οικειοθελώς.

Σε περίπτωση που εμφανίζομαι σε κάποια φωτογραφία, βίντεο φιλμ ή άλλα έντυπα μέσα, συμφωνώ και χορηγώ άδεια στο ALPINE COLLEGE να χρησιμοποιήσει το υλικό αυτό για τη προώθηση της σχολής, είτε στην Ελλάδα είτε διεθνώς καθ' όλη την διάρκεια της φοίτησής μου στο ALPINE COLLEGE ή και μετά χωρίς χρονικό περιορισμό. Η προώθηση μπορεί να περιλαμβάνει διάφορα μέσα όμως φυλλάδια, διαφήμιση σε εφημερίδες και περιοδικά, πόστερ, φιλμ, δελτία τύπου, βιντεοκασέτες, κ.τ.λ. Είναι κατανοητό και αποδεκτό ότι ούτε εγώ ούτε οποιοδήποτε άλλο πρόσωπο εξ' ονόματός μου δεν θα διεκδικήσει κανενός είδους αμοιβή ή οποιαδήποτε άλλη αποζημίωση ή δικαιώματα για τη χρήση του ονόματός μου ή της φωτογραφίας μου για κάθε είδους προώθηση ή διαφήμιση της Σχολής από το ALPINE COLLEGE.

Έχω λάβει, διαβάσει, κατανοήσει πλήρως και αποδέχομαι ανεπιφυλάκτως όλους τους οικονομικούς και λοιπούς όρους όπως αναφέρονται στο σχετικό κατάλογο σε σχέση με τα πληρωτέα ετήσια διδάκτρα, έξοδα και λοιπές χρεώσεις.

ΒΕΒΑΙΩΝΩ ΟΤΙ ΟΛΕΣ ΟΙ ΠΛΗΡΟΦΟΡΙΕΣ ΣΕ ΑΥΤΗΝ ΤΗΝ ΑΙΤΗΣΗ ΕΙΝΑΙ ΑΛΗΘΕΙΣ.

ΔΕΧΟΜΑΙ ΟΤΙ ΟΙ ΒΕΒΑΙΩΣΕΙΣ ΚΑΙ ΤΑ ΔΙΠΛΩΜΑΤΑ/ΠΤΥΧΙΑ ΘΑ ΑΝΑΓΡΑΦΟΥΝ ΤΑ ΟΝΟΜΑΤΑ ΠΟΥ ΔΗΛΩΣΑ ΣΕ ΑΥΤΗΝ ΤΗΝ ΑΙΤΗΣΗ

I CONFIRM ALL THE INFORMATION GIVEN ON THIS FORM IS CORRECT

I ACCEPT THAT THE SPELLING OF MY NAME AS IT APPEARS HERE WILL BE USED ON ANY AWARDS OR CERTIFICATES

Signature of applicant: _____ Date: _____

Signature of parent/guardian: _____ Date: _____

APPLICATION FOR ACCOMODATION

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">Mr</td> <td style="width: 33%; text-align: center;">Mrs</td> <td style="width: 33%; text-align: center;">Miss</td> </tr> </table>	Mr	Mrs	Miss		
Mr	Mrs	Miss			
TITLE (Circle one)	LAST NAME	FIRST NAME			

	/ /	
CITIZENSHIP	DATE OF BIRTH	ACADEMIC PROGRAMME

ENROLLEMENT DATE: OCTOBER JANUARY

I WOULD LIKE A: DOUBLE ROOM SINGLE ROOM * NO ROOM REQUIRED

* with a surcharge (from October till March)

DO YOU SMOKE? Yes No **PREFERRED STUDY HOURS:** Early in the evening Late at night

PERSONAL COMMENTS

If for any reason, e.g. disability, health, religion, you require special accommodation or diet, please give details here:

.....

.....

.....

.....

SOME TERMS AND CONDITIONS FOR ACCOMODATION*

* Please visit Alpine's web page (www.alpine.edu.gr/pdf/Student_Hbook_07-08.pdf) to access the full Residential Terms & Conditions

- In order to reserve accomodation, full tuition and fees have to be paid up front.
- A €300 Damage Deposit is required upon enrollment. The Damage Deposit is refundable at the end of the students' studies at Alpine College.
- If you choose to be a resident student, you may not change this status during the Academic period. No resident is entitled to a reimbursement of rent.
- During Christmas, Easter, summer holidays and during the industry placement, the Boarding House is closed to students. Arrangements can be made for students needing accomodation during these periods.

Student's signature:	Date:
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Parent / Guardian's signature:	Parent / Guardian's full name:
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PLEASE RETURN THE COMPLETED FORM TO ADMISSIONS
BY POST, FAX +30 210 89 81 189 or EMAIL: admissions@alpine.edu.gr
Postal Address: PO Box 70235, Glyfada –16610, Greece



THE SWISS BUSINESS SCHOOL
FOR HOTEL & TOURISM MANAGEMENT EDUCATION IN GREECE

RECOMMENDATION FORM

Name of Applicant: School/University:

Programme of Study Applied for.....

INSTRUCTIONS TO APPLICANT: If you have studied or have a work experience in the field of Hotel & Tourism Management previously, please obtain at least one recommendation from a former or current instructor, if possible. Other students should ask any school or college teacher/instructor capable of evaluating their work.

INSTRUCTIONS TO THE INDIVIDUAL WRITING THIS REFERENCE: Please return the completed recommendation form to the applicant in a sealed envelope, with your signature across the sealed flap.

The above student has applied for admission to an academic programme of Alpine College for Hotel & Tourism Management Studies, Greece. University demands on a student require a greater degree of adaptability, maturity, sensitivity, academic concentration and self-discipline than is usually necessary at a high school. We would benefit greatly from your insights about this student's traits and abilities. The confidentiality of your comments will be strictly maintained.

1. How long have you known the applicant?.....

2. In what context have you known the applicant?

3. Please rank the applicant on the traits below; circle the most appropriate ranking for each trait using the following scale: (U = Unknown; 1 = Poor; 2 = Fair; 3 = Good; 4 = Excellent).

Academic Ability	U	1	2	3	4
Adaptability	U	1	2	3	4
Ability to Communicate	U	1	2	3	4
Ability to Cooperate	U	1	2	3	4
Emotional Stability	U	1	2	3	4
Intellectual Curiosity	U	1	2	3	4
Linguistic Ability	U	1	2	3	4
Dedication & Seriousness	U	1	2	3	4
Self-reliance & Independence	U	1	2	3	4
Ability to Withstand Stress	U	1	2	3	4

4. What is the applicant's strongest attribute?

5. What characteristic of the applicant might be a liability?

6. Please indicate your opinion of this applicant's potential for success in the chosen programme of study at Alpine College

7. Considering your overall evaluation of this applicant, what is your recommendation with regard to her/his acceptance for participation in this program (circle the best response)?

- Do Not Recommend
- Recommend with reservation
- Recommend
- Strongly Recommend

Name of Referee: _____ Title: _____

Signature: _____ Date: _____

Address: _____

Telephone numbers: Home: _____ Business: _____ Fax: _____

e-mail: _____

**Campus: Palmyra Beach Hotel: PO Box 70235, 166 10 Glyfada, Greece
Tel: +30(210) 89.83.210/022, 8981 186/7 Fax: +30(210) 89.81.189**

**ACADEMIC CALENDAR
2009-2010**

FIRST TERM 2009			
SEPTEMBER	01/2009	TUESDAY	REGISTRATION BEGINS
SEPTEMBER	30/2009	WEDNESDAY	REGISTRATION ENDS
SEPT 30	OCT 02	WED-FRI	BA(Hons), MA & HOC3 RESIT & RESUBMIT PERIOD
OCTOBER	08/2009	THURSDAY	14:00 – 20:00 CHECK-IN FOR RESIDENT STUDENTS
OCTOBER	09/2009	FRIDAY	FALL INTAKE INDUCTION 1ST & 2ND YEAR STUDENTS
OCTOBER	09/2009	FRIDAY	RECEPTION FOR PARENTS OF NEW STUDENTS
OCTOBER	09/2009	FRIDAY	BRIEFING FOR RESIDENT STUDENTS
OCTOBER	12/2009	MONDAY	CLASSES BEGIN
OCTOBER	12/2009	MONDAY	FALL INTAKE HMVD, BA, MA INDUCTION
OCTOBER	28/2009	WEDNESDAY	NATIONAL HOLIDAY
NOV/DEC	2009	TBC	GRADUATION CEREMONY
DECEMBER	11/2009	FRIDAY	CLASSES END
DECEMBER	14-17/09	MON-THUR	MID YEAR EXAMS
DECEMBER	17/2009	THURSDAY	FALL INTAKE BA(Hons) IHT BUSINESS PLAN PRESENTATION
DECEMBER	17/2009	THURSDAY	CHRISTMAS RECESS AT 17:30 – HOTEL CLOSSES
SECOND TERM 2009			
JANUARY	04/2010	MONDAY	CLASSES RESUME
JANUARY	04/2010	MONDAY	WINTER INTAKE
JANUARY	06/2010	WEDNESDAY	EPIPHANY (HOLIDAY)
FEBRUARY	08/2010	MONDAY	PARENTS EVENING
FEBRUARY	12/2010	FRIDAY	CAREER DAY FOR ALL CLASSES
FEBRUARY	15/2010	MONDAY	ASH MONDAY
MARCH	05/2010	FRIDAY	CLASSES END
MARCH	08-12/2010	MON-FRI	FALL INTAKE FINAL EXAMS
MARCH	10/2010	WEDNESDAY	HMD/HMVD – INTEGRATED PROJECT PRESENTATIONS
MARCH	11/2010	THURSDAY	MA BUSINESS PLAN PRESENTATIONS
MARCH	22/2010	MONDAY	CLASSES BEGIN (HOC3)
MARCH	25/2010	THURSDAY	NATIONAL HOLIDAY
THIRD TERM 2010			
MARCH 29	APRIL 01	MON-THUR	FALL INTAKE RESIT & RESUBMIT PERIOD (NOT BA(Hons), MA & HOC3)
APRIL	02/2010	FRIDAY	GOOD FRIDAY (HOLIDAY)
APRIL	04/2010	SUNDAY	EASTER (ORTHODOX)
APRIL	05/2010	MONDAY	EASTER MONDAY (HOLIDAY)
APRIL	12/2010	MONDAY	CLASSES BEGIN (SUMMER INTAKE BA(Hons) IHTM)
MAY	05/2010	WEDNESDAY	FALL INTAKE BA(Hons) CAM INDEP. STUDY SUBMISSION
MAY	05/2010	WEDNESDAY	FALL INTAKE BA(Hons) IHTM DISSERTATION SUBMISSION
MAY	07/2010	FRIDAY	CLASSES END (HOC3)
MAY	10-12/2010	MON-WED	FINAL EXAM PERIOD (HOC3)
MAY	24/2010	MONDAY	WHIT MONDAY (HOLIDAY)
JULY	16/2010	FRIDAY	CLASSES END (SUMMER INTAKE BA(Hons) IHTM)
JULY	19-23/2010	MON-FRI	FINAL EXAM PERIOD (SUMMER INTAKE BA(Hons) IHTM)
SEPTEMBER	08/2010	WEDNESDAY	MA DISSERTATION SUBMISSION
SEPTEMBER	10/2010	FRIDAY	SUMMER INTAKE BA(Hons) IHTM DISSERTATION SUBMISSION
SEPTEMBER	17/2010	FRIDAY	SUBMISSION OF INDUSTRY PLACEMENT LOG BOOKS

****Alpine Center has the right to alter any of the dates or activities mentioned above without prior notice****

INTERNATIONAL STUDENTS – STUDY VISA PROCEDURE

REQUIREMENTS FROM THE STUDENT

STEP 1

Documents required by ALPINE COLLEGE in order to proceed with the study visa.

- You need to arrange a bank transfer payment of the tuition & fees stated in the letter of acceptance, to Alpine's Bank Account in Athens / Greece (see financial sheet). We will then provide you with Alpine's receipt of payment which you will present to the Greek Consulate as confirmation of meeting the financial requirements.
- Student to obtain an official International Health Certificate (not from a private doctor) confirming that s/he is healthy and has no contagious diseases. Student keeps the original and sends us a copy of the certificate. The original should be presented to the Embassy when applying for the study visa.
- Student to obtain a Clean Criminal Record from the appropriate Authority of his/her country (or, if this is not available), a Declaration made before a Notary Public that s/he has not been convicted of any crime (Sworn Affidavit). Student keeps the original and sends us a copy of the certificate. The original should be presented to the Embassy when applying for the study visa.
- 2 photocopies of your passport
- 8 colour passport photos
- Send us your medical history including your height (in cms) and weight (in kilos). This information will be used for issuing you Health and Accident Insurance Contract.

STEP 2

- Alpine will submit all the above to the respective Ministry for approval and for the issuance of the Certification of Registration.

STEP 3

- Once the Certification of Registration has been issued, ALPINE will send it to the student together with all the relevant documentation.

STEP 4

- Student will go to the Greek Embassy/Consulate in his/her country and present all the documents together with the Letter of Acceptance, Certification of Registration, International Health Certificate and Criminal Record certificate.
- It is then up to the discretion of the Greek Embassy to review the candidate's file and issue the Study Visa. The Study Visa will be stamped in the student's passport.

STEP 5

Upon arrival in Greece with the Study Visa, Alpine's Admissions Office will arrange for the student to apply for the Residence Permit. Costs of application for residence permits will be covered by the student. You should also make sure (once you arrive in Greece) that you open a bank account with the minimum amount of money (€2000.-) as a proof of private expense coverage. This is a requirement for the residence permit. A Residence Permit can take some months to be issued, up to 6 months, and students will not be able to travel out of Greece unless their residence permit is issued. It is advisable the students bring with them a certified copy of their Birth Certificate.