
Tentative Agenda

Sunday, November 4: Jakarta

- Arrival & Check-In at Hotel Indonesia
- 4:00 pm Briefing
 - Overview of Indonesian higher education system
 - Demographics on Indonesian students studying abroad
 - Overview of the week's schedule

Monday, November 5: Jakarta

- Morning university visit
- Afternoon university visit
- Evening Free – This would be a good opportunity to hold an alumni event, conduct meetings, or catch up on e-mail in your hotel room.

Tuesday, November 6: Jakarta/Surabaya

- Jakarta Higher Education Forum (Hosted by Ministry of National Education, includes Indonesian university representatives)
- Lunch with higher education representatives
- Fly to Surabaya, East Java – check in at the Majapahit Hotel (<http://www.hotel-majapahit.com/>)
- Evening Free

Wednesday, November 7: Surabaya

- Surabaya Institutional Partnerships Forum
- Afternoon university visits
- Evening Reception

Thursday, November 8: Surabaya/Malang

- Morning university visit
- Afternoon drive to Malang – check in at the Tugu Hotel (<http://www.tuguhotels.com/malang>)

Friday, November 9: Malang

- Morning and afternoon university visits
- Farewell Dinner

Saturday, November 10: Surabaya

- Afternoon departure

The U.S. Higher Delegation is being coordinated in conjunction with Indonesia Education Partnerships (IEP), a higher education consultancy dedicated to increasing international education engagement with Indonesia. IEP is headed by Brook Ross, who has over five years of higher education experience in Indonesia.



Payment Information & Cancellation Policy

You may make your payment in the amount of \$5,000 by check or wire transfer. Please see detailed information below. Payment is due by September 15, 2012.

Payment via Check

Make checks payable to: United States-Indonesia Society-Joint Council
Mail checks to: 1625 Massachusetts Avenue, NW, Suite 550, Washington DC 20036

Payment via Wire Transfer

Account Information:

Account Name: US Indonesia Society-Joint Council Account
Account Number: 226004771892
Bank Name: Bank of America
Bank Location: 3 Dupont Circle, Washington, DC, 20036
ABA RT #: 054001204
SWIFT Code: BOFAUS3N

To ensure proper credit to your account, please identify your institution's name on the wire transfer.

Cancellation Policy

The Joint Council realizes that unforeseen events can impact your ability to participate in the November Delegation. If, after payment, you need to cancel your participation, please be aware of the following deadlines and reimbursement policies.

Until September 15, 2012:	Full reimbursement (minus any bank transfer fees)
September 16-30, 2012:	50% reimbursement on hotels 50% reimbursement on flights Full reimbursement on remaining amount
October 1-11, 2012:	No reimbursement on hotels & flights 50% reimbursement on remaining amount
October 12 or after:	No reimbursement provided

For inquiries, contact Wyatt Gordon at (202) 232-1400, fax (202) 232-7300, or e-mail wgordon@usindo.org.

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