

Sample Program Estimate: Interim Program Abroad [Venue, Term]			
	Estimated students		
	Teaching Faculty		
	(non-teaching) Program Director		
	Total group		
	Dates:		
1. Instructional Costs		£ or €	\$USD
Costs per Teaching Faculty Person			
Airfare			
Contract			
Per Diem			
Misc: phone budget, O'Hare travel, Intl ID card			
	Total per faculty		
Costs for Program Director		TOTAL fac	
Airfare			
Contract			
Per Diem			
Misc: phone budget, O'Hare travel, Intl ID card			
		TOTAL Dir	
Faculty Accommodations (all, total, 15 nights)			
Instructional Materials			
textbooks, guidebookss, coursepack, class supplies, etc.			
	TOTAL Instructional Costs		
	<i>Instructional Costs per Student</i>		
2. Student Travel & Onsite Program Costs			\$USD
Airfare			
Onsite transportation			
Airport transfers			
City tour and/or coach excursions			
Public transportation passes / tickets			
Student Accommodations	studen		
Twin \$X x 15 nights = \$X / 2 = \$ per student			
Meeting rooms			
Per day per room x number of class meetings			
Onsite Program Activities			
	Day excursion to X		
	XX Tour		
	Guided tour of X Museum		
	Special Cultural Event		
	Additional operating budget		
Tips & Gratuities			
	TOTAL Student Travel & Onsite Program Costs		
3. Travel Insurance			
Insurance for entire group (est. \$121 pp)		Total	
4. Program Pricing			
	TOTAL Program Costs (total secs. 1, 2, and 3)		
	Per Student Program Cost (total program costs / # students)		