

# Housing Application 2009–2010

## ELP House at The Sheraton

On-campus housing for ELP students is available in the ELP House at the University Sheraton Hotel, which is located just three blocks from the ELP. Consisting of a special floor dedicated to student housing, these accommodations are air-conditioned and fully furnished with twin beds with linens, desks with bookshelves and chairs, dressers, closets, lamps and a mini-refrigerator/microwave combination. Each room also features a bathroom, a television with basic hotel cable services, 24 hour/7-day check-in and security, Internet and optional telephone service at additional charge. ELP students also have access to the coin-operated laundry facilities, exercise facilities and the roof-deck swimming pool in the summer. Please note room sizes and layouts vary.

For more information on the ELP House at the Sheraton visit [www.sas.upenn.edu/elp/housing\\_ELP\\_house](http://www.sas.upenn.edu/elp/housing_ELP_house)

### PRICES

#### Two-month rates (Intensive Programs, University Connection)

Double-occupancy (shared) room:	\$2,150
Single (private) room:	\$4,300

#### One-month rates (C&C, B&C, IBCP, SIIBS)

Double-occupancy (shared) room:	\$1,125
Single (private) room:	\$2,250

*Students staying for additional nights will be charged \$80 per night.*

*These prices are valid from Fall 1, 2009 through Summer 2, 2010 and are subject to change Fall 1, 2010.*

### Telephone

\$45 per session for local service. For long-distance and international calls, you need to purchase a telephone card from one of many local vendors on and near campus. Telephones are provided free of charge, but you will be charged \$75 if a telephone is damaged.

### Refund

You can receive a full refund if you notify us in writing at least six weeks before the move-in date. You can receive a refund of 50% if you notify us in writing before the move-in date and if we can fill your room with another student. There will be no refunds after the move-in date.

Once you are a resident of ELP House at the Sheraton, you are permitted to cancel your housing for a future session/s, however, you must submit the request in writing at least 6 weeks prior to the move-in date for the next session. (No refunds will be given for cancellations submitted after that date.) At that time, you will receive a 50% refund for the next session and a full refund for any subsequent session.

### APPLICATION AND PAYMENT INSTRUCTIONS

1. Complete the Housing Application on page 5 and arrange for payment in full for all sessions for which you would like to apply. Please note that we cannot reserve a room for you until we receive full payment. You may pay with an international postal money order or a check from a US bank payable to the **Trustees of the University of Pennsylvania**. You may also pay with a wire transfer. Please contact the ELP for instructions for paying by wire transfer. Sorry, no cash or credit cards.
2. To guarantee that you have housing for all sessions, we encourage you to apply and pay for all sessions prior to your arrival.
3. We will send you a confirmation and information about moving into your room approximately two weeks before the start of the session. If no on-campus rooms are available, your payment will be credited to your ELP tuition.

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**ELP House at the Sheraton applicants should send application and payment directly to the address below.**

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## Right At Home Homestay

Many neighborhood residents have opened their homes to international students who attend the English Language Program. The Homestay program allows you to experience American culture in the safety and comfort of an American home while having excellent opportunities to practice English conversation. By sharing everyday life with your family, a Homestay becomes much more than just renting a room in a home. It becomes a place where you feel right at home.

Since every home is different, every Homestay is different. Some Homestay hosts include a husband, a wife, and children, some are single professionals, and some are retired Americans who enjoy sharing their homes with international students. Homestay students are expected to live with their hosts as “family members.” As such, you may be invited to participate in a variety of family traditions, activities, and outings. You will also be expected to keep your bedroom clean or help with shared tasks like cleaning up after a family meal.

All Homestay hosts are chosen for their hospitality and proximity to ELP. Each family must submit an extensive application including background checks and personal references to the Homestay Coordinator and be interviewed in their home before they can be accepted as Homestay hosts.

Due to the popularity of the Homestay program, spaces may be limited. You should apply as early as possible for the best chance of receiving one.

### PRICES

- A non-refundable \$250.00 registration fee is due at the time of application.
- One-month rate: \$750.00
- Two-month rate: \$1,500.00.

*These prices are valid from Fall 1, 2009 through Summer 2, 2010 and are subject to change Fall 1, 2010.*

The Homestay rate is \$27.00 per night. The Homestay fee for the first full session must be paid directly to your host family on move-in day. A full session includes the period from the move-in date to the move-out date listed on page 4 of the housing application.

The Homestay fee includes:

- A comfortable, fully furnished, private bedroom
- Daily continental breakfast
- Three family-style dinners each week
- Wireless internet access
- Access to microwave, refrigerator, and laundry facilities
- Regular, relaxed conversation in English
- A rich variety of American cultural experiences
- Lifelong memories of your American family

There is an additional \$1.00 per day air-conditioning fee from May through September.

### APPLICATION AND PAYMENT INSTRUCTIONS

1. Arrange for the registration fee of \$250.00 to be paid by a check drawn on a US bank or an international postal money order made payable to “Right at Home Homestay.” Sorry, no credit cards.
2. Send the housing application and registration fee to the address below.
3. Payment for the first full session is due directly to your host family on move-in day. The full Homestay fee can be paid in traveler’s checks, money order, or American cash.
4. When your housing application and registration fee is received, a confirmation email including your host family assignment and arrival instructions will follow. If space is not available, your deposit will be returned.

**Cancellations/refunds:** Except in cases where Homestay space is not available, the registration fee is not refundable. Once you have occupied your Homestay, there are no refunds of the first session Homestay fee.



#### For more information, contact:

Anne Cohen  
Homestay Coordinator  
Email: rahhomestay@verizon.net  
Phone: 215.382.0383  
Fax: 215.382.5884

#### Send your housing application and registration fee to:

ELP Housing  
English Language Programs  
110 Fisher-Bennett Hall  
3340 Walnut Street  
Philadelphia, PA 19104-6274 USA

## International House

International House, a safe, high-rise building just a few blocks from the University of Pennsylvania, provides a friendly living experience for over 350 American and international students. ELP students live in private single rooms (9' × 12' or 2.73m × 3.64m) that are grouped in suites of ten rooms. All single rooms are air conditioned and fully furnished with a bed, desk and chair, dresser, closets, bookshelves and lamps. Each room also contains a pillow, blanket and bedspread. Suites are separate for men and women. Suites have a common lounge, which is the center of many social activities, and a large shared bathroom.

In suites with kitchens, there is a shared dining and kitchen area with stove/oven, microwave oven, dishwasher and storage cabinets. Each single room has a refrigerator. In suites without kitchens, refrigerators are available for an extra fee.

International House also offers these benefits:

- Computer Center with Internet access
- wireless Internet service in all rooms (additional fees may apply)
- many social activities, including trips, parties and free films and concerts
- great conversations with residents to practice your English skills

Room Type	Monthly Rate (based on a stay of 3 months or more)	Monthly Rate (based on a stay of 1–2 months)
Single Room with shared bathroom	\$695	\$900
Single Room with shared bath and kitchen	\$755	\$900

All new residents will be charged a \$30 non-refundable application fee, a \$25 linen fee (for 1 set of sheets, pillowcase, and towels), a \$50 service fee (or \$100, depending on the length of stay) and a \$325 deposit.

- Rates subject to increase after January 1, 2010.
- Rates for stays longer than 2 months are lower. There is an increased service fee for stays longer than 3 months. Please contact International House for exact rates.

### APPLICATION AND PAYMENT INSTRUCTIONS

1. Arrange for payment of the \$30 application fee and deposit of \$325. International house accepts payments via check drawn on a US bank, international money order, travelers check or credit card.
2. Apply online at <http://www.ihousephilly.org>.
3. If International House has an available room, you will receive confirmation and additional information as soon as it is available. Deposits are not refundable to those who cancel their reservation after receiving a confirmation letter.
4. All charges for the session are due in full when you arrive.

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**Please do not contact the ELP about your application to International House.**

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Housing Office  
International House  
3701 Chestnut Street

Philadelphia, PA 19104 USA  
Web: [www.ihousephilly.org](http://www.ihousephilly.org)  
E-mail: [housing@ihphilly.org](mailto:housing@ihphilly.org)  
Phone: 1.215.387.5125 x6540  
Fax: 1.215.895.6535

## Other Housing Options

ELP students are not required to apply for housing through the ELP office. If you would prefer to stay elsewhere, there are other options listed below. Inclusion of housing providers on this website does not constitute endorsement of any particular housing provider.

### ON-CAMPUS PENN DORMITORIES FOR SUMMER PROGRAMS

On-campus Penn Dormitories are available for ELP students attending summer programs only. The Penn Dormitories are located just minutes away from the ELP classrooms. These accommodations provide students with a true US university living experience. Please contact Conference Services for prices and availability.

#### Conference Services

Stouffer Commons  
3702 Spruce Street  
Philadelphia, PA 19104-6027 USA  
Phone: 1.215.898.9319  
Fax: 1. 215.573.8452  
Email: confsvcs@pobox.upenn.edu

### UNIVERSITY OF PENNSYLVANIA OFF-CAMPUS LIVING OFFICE

The University of Pennsylvania Off-Campus Living website has detailed information on area hotels, hostels, regular and corporate apartments and other off-campus housing options. The website also explains legal requirements and advice on negotiating rentals and leases. Please contact the Office of Off-Campus Living for more information at:

[www.business-services.upenn.edu/offcampusliving](http://www.business-services.upenn.edu/offcampusliving)

## Session Move-in and Move-out Dates (Sheraton and Homestay only)

	SESSION	MOVE-IN DATE	MOVE OUT DATE (all Saturdays)	APPLICATION DEADLINE
Intensive, Super-Intensive and Business Intensive Programs, English Plus & University Connection	Fall 1, 2009	Tuesday, Sep 1	October 24	August 5, 2009
	Fall 2, 2009	Tuesday, October 27	December 19	September 30, 2009
	Spring 1, 2010	Tuesday, January 5	February 27	December 9, 2009
	Spring 2, 2010	Tuesday, March 2	April 24	February 3, 2010
	Summer 1, 2010	Tuesday, April 27	June 19	March 31, 2010
	Summer 2, 2010	Tuesday, June 29	August 21	June 2, 2010
	Fall 1, 2010	Tuesday, August 31	October 23	August 4, 2010
	Fall 2, 2010	Tuesday, October 26	December 18	September 29, 2010
Conversation and Culture/ Business and Culture	July 2010	Sunday, June 27	Saturday, July 24	June 4, 2010
	August 2010	Sunday, August 1	Saturday, August 28	July 5, 2010
International Business Communication Program	November 2009	Sunday, October 25	November 21	September 30, 2009
	March 2010	Sunday, February 28	March 27	February 13, 2010
	July 2010	Sunday, June 27	July 24	May 19, 2010
	August 2010	Sunday, August 1	August 28	June 23, 2010
Summer Institute for International Business Students	July 2010	Sunday, June 27	Saturday, July 24	May 26, 2010

# Sheraton & Homestay Housing Application: 2009–2010

Complete the form below and follow the application instructions on the previous pages. We cannot guarantee that housing will be available to everyone who applies, so please apply early. To ensure that you have housing for all sessions, we encourage you to apply and pay for all the sessions prior to your arrival.

<b>FOR ELP USE ONLY:</b>	
ID#	_____
Recv'd	____/____/____
Agent	_____
Paymt	_____
C-box	_____
Fee	_____
Bill	_____
Email	_____

## I WISH TO STAY IN:

- ELP House at the Sheraton** |  **Homestay**
- Double occupancy*
- Single occupancy*

*For all other housing options, do not contact the ELP. Please contact housing provider directly to apply.*

## BIOGRAPHICAL INFORMATION

Name: \_\_\_\_\_  
FAMILY NAME FIRST NAME MIDDLE NAME

Gender:  Male  Female    Marital status:  Single  Married    Date of birth: Month: \_\_\_\_\_ Day: \_\_\_\_\_ Year: \_\_\_\_\_  
(You must be at least 17 years old on the first day of the program.)

Permanent home address: \_\_\_\_\_  
STREET ADDRESS APARTMENT NUMBER

CITY \_\_\_\_\_ STATE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_ COUNTRY \_\_\_\_\_

Home telephone: \_\_\_\_\_ Student Email: \_\_\_\_\_

Country of citizenship: \_\_\_\_\_ Native Language: \_\_\_\_\_

Agent/sponsor name: (if applicable) \_\_\_\_\_

**PLEASE SEND ALL INFORMATION TO  Home address above OR  to agent/sponsor below:**

Mailing or agent/sponsor address: \_\_\_\_\_


CITY \_\_\_\_\_ STATE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_ COUNTRY \_\_\_\_\_

Telephone: \_\_\_\_\_ Agent Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Smoker:  Yes  No    Please list any foods you cannot eat, allergies or health problems that may affect your housing:

**SESSION DATES** *Please check (✓) all sessions for which you wish to reserve housing. If students plan to stay in their residence during break weeks between sessions, they will be charged for the additional nights.*

PROGRAM	SESSION		
Intensive, Super-Intensive, Business Intensive Programs and University Connection	<input type="checkbox"/> Fall (1) 2009	<input type="checkbox"/> Spring (1) 2010	<input type="checkbox"/> Summer (1) 2010
	<input type="checkbox"/> Fall (2) 2009	<input type="checkbox"/> Spring (2) 2010	<input type="checkbox"/> Summer (2) 2010
Conversation and Culture	<input type="checkbox"/> July 2010	<input type="checkbox"/> August 2010	
International Business Communication Program	<input type="checkbox"/> November 2009	<input type="checkbox"/> July 2010	
	<input type="checkbox"/> March 2010	<input type="checkbox"/> August 2010	
SIIBS	<input type="checkbox"/> July 2010		

 Sign your name below and make a photocopy of this application for your files. **Send the original directly to the ELP.** My signature indicates that I understand and agree with the housing refund policy as stated on pages 1 & 2.

YOUR SIGNATURE (or signature of your parent or guardian if you are under the age of 21) \_\_\_\_\_

DATE \_\_\_\_\_