



**JUNIOR PROGRAMS**

**@ WAGNER COLLEGE**

**STATEN ISLAND, NEW YORK**

**PROGRAM MANUAL**

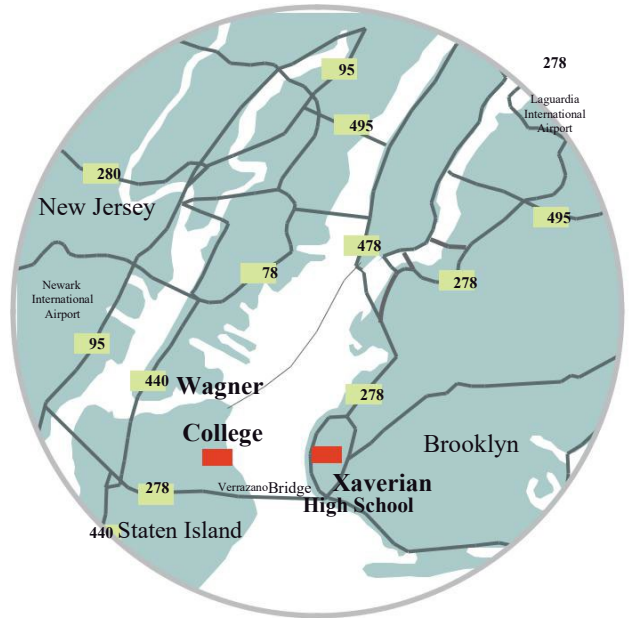
# TLA JUNIOR PROGRAM

## Wagner College

### LOCATION

Wagner College is situated in the Northeast section of Staten Island, which is one of the 5 Boroughs of New York City. Located on a picturesque Staten Island hilltop, the Wagner campus is known for its beauty and tranquility. The campus retains the feeling of a turn-of-the-century oasis with original stately buildings and a magnificent view of Manhattan, the Atlantic Ocean and New York harbor.

Residential Staten Island itself offers a small town feel and yet is within easy access to exciting downtown Manhattan by means of the Staten Island Ferry, which carries commuters to and from the city free of charge. The ferry ride offers visitors unforgettable views of the Verrazano Bridge, Statue of Liberty, Ellis Island and the lower Manhattan skyline.



**ADDRESS:**

**1 Campus Road, Staten Island, NY 10301**

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**CENTER MANAGER:**

**Mr. Philippe VÉLU**

**EMERGENCY NUMBER: +1 (347) 216-7307**

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**RESIDENTIAL STUDENT LIFE COORDINATOR**

**Ms. Mary GULLÀ**

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**ENGLISH PROGRAM ACADEMIC DIRECTOR:**

**Ms. Yvonne MARTIN COZZULA**

## **From the Airport to Wagner Campus**

Three major airports serve New York City. Wagner College is most easily accessed from Newark Liberty International Airport in New Jersey, although La Guardia and JFK Airports are within reasonable travel distance. Unless accompanied by an adult, participants under 18 must book and pay for transfers on arrival and departure. Please note that UM service, if required, will be charged in addition to the transfer fee. No exception will be allowed.

### **TRANSPORTATION**

On their first day all Summer program participants will be provided with an unlimited MTA metro-card. The card will grant them access to all underground and above ground New York City Public Transportation. Trip times will vary depending on the frequency of bus service. The card may not be used to pay for taxi, limousine, private cars and Uber services.

**THE STATEN ISLAND FERRY SERVICE IS FREE.**

#### **Taking the Ferry from Staten Island to Manhattan:**

To get to the Staten Island Ferry from Wagner College take the S66 bus directly in front of campus for a 15-minute ride or walk to Victory Blvd.-Highland Ave. stop for the S61, S62 buses (all run on Victory Blvd.). Buses will take you to St George's Ferry Terminal. From there it is a 25-minute ferry ride to lower Manhattan at the South Ferry terminal (Whitehall). Buses come by every 10 to 20 minutes.

#### **Subway from South Ferry Terminal in Manhattan:**

Lower Manhattan offers easy access to the following subway lines: 1, 2, 3, 4, 5, N, R, J, Z. These will facilitate travel to any part of Manhattan.

#### **Taking the Ferry from Manhattan to Staten Island:**

The Ferry trip takes 20 to 25 minutes. Once on Staten Island by bus, take the S66 directly to Campus or the S61, S62, (all run on Victory Boulevard) to the Victory Boulevard-Highland Ave. stop.

#### **From Brooklyn by Bus:**

(Over the Verrazano-Narrows Bridge) Take the S53 bus from the 86th Street & 4th Avenue (R) train station to Howard Avenue and Clove Road in Staten Island. At this stop, transfer to the S66 marked St. George Ferry from Clove Rd and Victory Blvd to the campus.

## WAGNER COLLEGE

Founded in 1883, and in its present location since 1918, Wagner College campus is impressive and beautiful; lawns and tree shaded walkways surround the buildings and the state-of-the-art facilities, such as the library, gymnasium and fitness center, and student cafeteria/dining hall.

## CAMPUS FACILITIES

All participants and group leaders may download a map. On their first day, staff will show around so that participants may get acquainted with the campus and its facilities. The campus facilities available to participants include:

Beautifully landscaped 105-acre wooded grounds.

On-campus accommodation

Excellent classroom and study facilities

Tennis courts and soccer fields (subject to availability).

All-you-can-eat student cafeteria with menus designed to ensure that there is something for every taste.

Gluten-free options are available. However, **please note that the food service will not cook food you purchase and provide. Also, note that contamination may occur. Gluten-free foods are not prepared in a separate kitchen.**

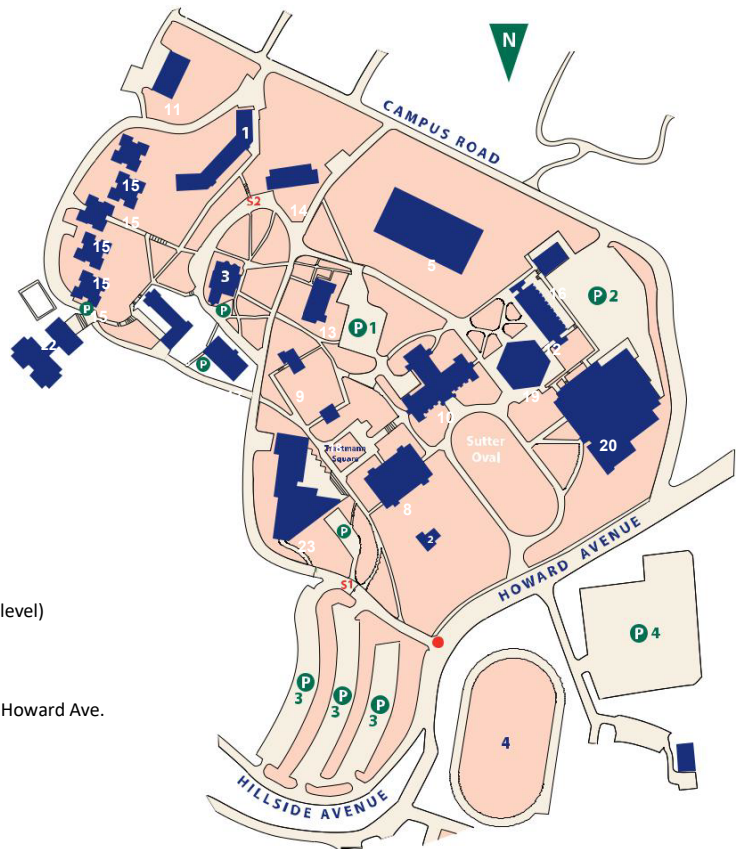
General Convenience Store providing food and provisions throughout the day

Supervision and monitoring by 24-hour security desks and campus patrols

Wireless high-speed internet connection for students who bring their own laptops/phones.

Library with study areas and computers (subject to availability).

- |                             |   |
|-----------------------------|---|
| ● Main Entrance             | 15 Parker Towers Residence Hall               |
| 1 Campus Hall               | 16 Power Plant                                |
| 2 Chaplain's House          | 17 Reynolds House (Alumni)                    |
| 3 Cunard Hall               | 18 Security Building                          |
| 4 Football and Track Field  | 19 Spiro Hall                                 |
| 5 Foundation Hall           | 20 Spiro Sports Center                        |
| 6 Guild Hall                | 21 Stage I Theater                            |
| 7 Harborview Residence Hall | 22 Tennis Courts                              |
| 8 Horrmann Library          | 23 Union Building                             |
| 9 Kairos House              | P1 Pape Parking Lot                           |
| 10 Main Hall                | P2 Spiro Parking Lot                          |
| 11 Maintenance Shop         | P3 Tiers Lot (visitor parking on lower level) |
| 12 Megerle Science Hall     | P4 West Lot (visitor parking)                 |
| 13 Pape House (Admissions)  | S1 Main Gate, Ferry Shuttle Stop              |
| 14 Parker Hall              | S2 Ferry Shuttle Stop                         |
- 🚗 To Lower Playing Fields along Howard Ave.



## TLA JUNIOR PROGRAM- New York – Wagner College

### ACCOMMODATION

There are three Residence Halls. Students and Group Leaders are housed in the accommodation category they selected at the time of booking. A 24-hour laundry room is in each building. The washers and dryers are coin operated.

#### **ARRIVAL AND DEPARTURE:**

Dorm check-in 3:00 p.m. on day of arrival

Dorm check-out 10:00 a.m. on day of departure (**regardless of your flight departure time**)

**IT IS NOT PERMITTED TO VISIT OR SLEEP IN A BUILDING OTHER THAN THE ONE ASSIGNED TO YOU.**

#### **PREMIUM ROOMS - FOUNDATION HALL or GUILD HALL**

Foundation Hall, 4-story residence hall is a Premium residence hall.

Each floor has two small laundry rooms and two common rooms.

This building features nicely furnished mini apartments, each with two bedrooms.

Each bedroom has 2 beds, a desk, chairs and a dresser.

Each apartment features a bathroom. Bathroom and shower/student ratio: 1:4.

Rooms feature air conditioning and high-speed Internet.

Group leaders are accommodated in single rooms, sharing a bathroom.

Guild Hall is a central-campus building assigned to smaller groups of less than 30 passengers. It has been fully renovated in 2023. It features double rooms with Jack and Jill bathrooms. Each bedroom has 2 beds, a desk, chairs, and a dresser. Bathroom and shower/student ratio: 1:4.

**Hair dryers are not provided.** If you bring your own small appliance, please make sure that you have an **electric plug adapter**. Adapters and converters are not available on site.

#### **STANDARD ROOMS- HARBORVIEW BUILDING**

This 10-story residence building offers a budget accommodation option.

The building has been entirely renovated in 2023 and 2024. Standard double rooms have received new furniture,

Communal bathrooms feature toilet stalls and shower facilities. Bathroom/student ratio 1:10

On each floor there are two communal bathrooms that have multiple toilets, shower stalls and sinks, as well as soap dispensers and paper towels. It is recommended that residents bring their own personal toiletries (special soaps, shampoo, conditioner, toothpaste, cup, mouthwash, shower gel, washcloth, rubber shower shoes, etc.)

All rooms are air conditioned and most of them have impressive views of the Manhattan skyline.

Group leaders are accommodated in single rooms and share the communal bathrooms.

All linens are to be left in the assigned room/space unless otherwise instructed. Replacement cost will be assessed and charged for all unreturned, damaged or lost linen. Linens and pillows must not be removed from the assigned rooms.

Hair dryers are not provided. Should you bring your own, please make sure that you have a plug adaptor. Adaptors are not available at the College.

**Rooms do not have safe boxes. We recommend that you use lockable luggage.**

## VALUABLES AND PERSONAL PROPERTY

There are no safe deposit boxes available. We strongly recommend that you use lockable luggage or purchase a lock for your suitcase. Make sure that all your valuables (phones, iPads, mobile devices, PCs, jewelry, money, credit cards etc.) are always locked in your luggage when not being used by you. Your personal property is not covered by insurance and TLA may not be held accountable or responsible if your valuables/personal property are lost or missing, for any reason.

**The ID card and room key must be used exclusively by the student occupying the assigned room. DO NOT GIVE YOUR ROOM KEY to anyone, for any reason. Your room key must be always in YOUR possession. Remember to take the room key with you when going to the shower, bathroom and at any time you leave your room.**

**A \$ 25 fee will be assessed for each lock-out occurrence.**

**A \$ 75 LOST-KEY/REPLACEMENT KEY/CHANGE KEY FEE AND A \$ 30 LOST ID CARD/REPLACEMENT WILL BE ASSESSED AT EACH OCCURRENCE.**

**THE FEE MUST BE PAID IN CASH BEFORE DEPARTURE BEFORE THE DEPOSIT IS RETURNED.**

**TLA MAY RETAIN THE DEPOSIT IN CASE OF DUE FEES.**

## MEALS

Wagner College features a state-of-the art cafeteria, a beautiful, ample and luminous building serving food of the highest international standard. The all-you-can-eat buffet offers pasta/rice, main courses, side dishes, pizzas, vegetables, choice of fresh fruit, assorted desserts, ice cream, and unlimited drinks: soda, juice, water, coffee etc. Participants have breakfast and lunch in the cafeteria every day during the week and brunch on weekends, according to the following schedule:

Breakfast: 8:00 am - 9:00 am

Lunch: 12:30 pm - 1:30 pm

Dinner: **No dinner is served on campus. All dinners take place in the City\***

Brunch: 10:30 am - 1:30 pm

Please note that the Cafeteria may be crowded at breakfast and lunch time and waiting at the entrance may be lengthy. Please respect the line and clean after yourself. You can eat and drink as much as you want. However, please do not take food with you when you leave. **It is not allowed.**

**\* All dinner meals will take place in eateries, fast foods, or diners in Manhattan or near the location of the excursion. TLA does NOT make reservations at restaurants or specific dining venues, unless you requested no later than 30 days prior to arrival.** Group leaders and staff will select where to dine at the site of the excursion. Staff members will accompany participants.

On the day of arrival participants will be provided with an allowance (meal money): **\$ 20** for each dinner (excluding arrival and departure day), either in cash or on a pre-paid card.

Example: for a 13-night stay you will receive  $\$ 20 \times 12 = \$ 240$

It is **the participant's responsibility** to decide how to spend this money during their stay.

We invite participants to be aware of the following:

- Participants are responsible for managing their meal money carefully.
- The allowance is meant **only for food**. If the card or cash are used to pay for **tips or other items**, there may not be enough money left for meals.
- **TLA will not be able to provide extra money** if participants run out of funds due to accidental spending.

In case lunch or brunch is not taken at the cafeteria because of early excursions or cafeteria closings, the **lunch/brunch cash allowance is \$ 10. Breakfast allowance is \$ 7.**

**PLEASE NOTE:**

**On Friday July 4, Independence Day the cafeteria will not operate. A boxed breakfast will be served. You will be provided with a cash allowance for lunch, if July 4 is a weekday and if your program includes it.**

**On the full day excursion to Washington, the trip departs early in the morning. Therefore, you may be provided with a boxed breakfast.**

## **LINEN – CLEANING - LAUNDRY FACILITIES**

Bed linens and towels are provided once a week. You will be notified about the linens exchange day.

All linens must be left outside your room on **the assigned day before 8:30 am**, unless you are instructed otherwise by our staff.

A Replacement Charge will be assessed and charged for all unreturned, damaged or lost linen. Linens must not to be removed from assigned rooms or brought into other rooms.

**Harborview building cleaning.** Communal bathrooms and common areas are cleaned daily. Room cleaning/freshening service is not provided for two or three-week groups.

**Foundation Hall and Guild Hall building cleaning:** Common areas and hallways cleaned daily. Room cleaning/freshening service inside the rooms is not provided for two-week stays.

Trash will not be collected. All students are required to dispose of their trash in the trash collecting areas.

Students can use the on-site laundry facilities in the basement of the dorms and all machines are credit/debit card operated costing \$2.5 for a wash and \$ 2 for the dryer. Washing detergents are available for you to purchase in the laundry area too.

## **FURNITURE**

Removal of lounge or common area furniture into individual rooms is prohibited. Moving furniture from one room to another will be subject to monetary fine or retention of the security deposit.

## **SPORTS AND RECREATIONAL FACILITIES**

The Wagner Campus provides some facilities for students' sport activities.

Soccer fields – If students wish to use the soccer field in the evening, it must be requested/reserved in advance

Tennis Courts – Please notify the Program Director if you intend to use the tennis courts

For insurance and liability reasons, the swimming pool is not available to summer program participants. The sport facilities are available at set times. Group leaders and participants must check with the Program Director about the availability of facilities before entering them or planning their use ahead of time.

Due to the program timetable, there will not be organized evening activities on campus.

## **THE ENGLISH PROGRAM**

### **The Curriculum:**

The English acquisition program covers the four basic skills of listening, speaking, reading and writing and is focused on helping students to communicate effectively in spoken and written English. The WOW curriculum, work methodology and supplemental materials are innovative and designed to help students develop self-assessment and communicative skills. The curriculum provides meaningful insight into the US world of work, job market and business. Classes are taught by fully qualified and experienced teachers using the up-to-date and approved teaching methods.

### **Testing**

We administer a Michigan University Placement test on the students' first day. Students are placed in proficiency levels based on the test score. Should a student disagree with their placement, they will be required to test again. Two-week students will not be tested at the end of their stay. Should students wish to receive an exit test, a specific request must be made to the Director of studies immediately upon arrival.

### **English Class Hours:**

3 Hours per Day / 15 Hours per Week – 9:00 am to 12:15 with a 15 minutes break.  
This course is a part-time language and culture avocational course and does not qualify for F1 student visas.

### **Afternoon, Evening and Weekend Activities**

The TLA program includes daily activities and excursions. Participants will gather after lunch and travel in separate groups to visit New York most iconic landmarks. These include visits to famous attractions: The Statue of Liberty, The Empire State Building, Rockefeller Center, Central Park, Times Square, the 9/11 Memorial as well as museums such as the Metropolitan.

A full day excursion to Washington DC will operate either Saturday or Sunday. The trip will depart early in the morning. On the specific day, a boxed breakfast will be provided. The drive to Washington, DC will last approximately 4 hours each way, so plan to wear comfortable clothes and shoes as there will be several hours spent on the bus.

## TRANSPORTATION FROM CAMPUS TO THE FERRY TERMINAL

For our participant's convenience, TLA will also provide a TLA provides a **complimentary** school bus shuttle service from Wagner College to the St. George Ferry Terminal. This service is offered as a courtesy to support student transportation needs. Buses will operate multiple trips, with shifts beginning at **1:30 PM**.

Students and groups will be **assigned to a specific shift** based on size, scheduling and transportation logistics. The assigned shift will be determined by the Program Managers at their own discretion. Students and groups should **not expect or request priority boarding** and we kindly ask that groups follow their assigned time,

Group Leaders and students' cooperation will ensure smooth and timely transportation for everyone involved. Please note that TLA shuttle assignments are fixed and cannot be changed. If the assigned time is not convenient, using MTA transportation is a reliable alternative.

If they prefer not to wait for your assigned shuttle shift, groups may use the **several MTA bus lines that provide service from Wagner College to the St. George Ferry Terminal**. They may take the **S66 bus** directly in front of campus for a 20-minute ride. Alternatively, they can walk to the **Victory Blvd.–Highland Ave. stop** and take the **S61 or S62 buses**, which also travel along Victory Blvd. All routes will bring them to the St. George Ferry Terminal.

**In the evening, groups and students will use MTA bus services to return to campus from the ferry Terminal. No shuttle service will operate.**

## EXCURSIONS, VISITS AND ACTIVITIES

Before their arrival, TLA will provide all students and group leaders with a schedule of the exciting, planned visits, and excursions included in the program. Attendance is compulsory, and students may only be excused in case of illness; in which case they will be taken to an emergency room for treatment.

**Due to the complex logistics, planning and insurance regulations that govern the program, the calendar of scheduled visits may only be changed after approval by the Center Manager.**

- If a student is part of a group, they may not remain on campus while the rest of the group is on an excursion— unless a group leader stays behind with them. This policy is in place to always ensure proper supervision and student safety. If a student may not attend the excursion because they are unwell, they will be taken to the Emergency Room at the nearest hospital. We regret that TLA staff may not supervise or tend to an unwell student.
- Unless specifically included in the excursions and activities program that you purchased, admission to museums, attractions and landmarks is not included.
- **Regretfully it will not be possible to accommodate any excursion itinerary modification or change request.** Please understand that excursion itineraries are the result of careful planning and logistics scheduling by our staff. Itineraries are set and cannot be altered. We appreciate your cooperation in refraining from submitting requests for changes.
- There are no scheduled organized evening activities on campus.

- For safety and security reasons, excursions or activities outside of campus are **not** permitted on the day of departure, regardless of the group's flight departure time. This policy ensures that, in the event of an unforeseen incident, groups will not risk missing their flights home. We appreciate your understanding and strict adherence to this rule.
- If departure occurs on Saturday or Sunday, after breakfast no other meals will be provided, regardless of the group's flight departure time.
- **Notice regarding the Washington, DC full day tour:**  
The guided tour is designed to provide participants with an overview of several major monuments and landmarks in Washington, D.C. Please be advised that, due to scheduling limitations, the itinerary does not include time for entering museums or memorials. We appreciate your understanding and cooperation as we work to ensure a meaningful and well-paced experience for all participants.

## MEDICAL INFORMATION

**Travelers must purchase appropriate medical insurance** in their own country before departure and provide a copy of the insurance policy to the TLA Manager upon arrival. Please note that TLA will not cover any medical expenses that program participants may incur.

## VIRUS SPREADING PREVENTION AND HYGENIC PROTOCOL

All participants are required to observe enhanced strict hygienic practices, use disinfecting gel frequently and wash your hands thoroughly after using the bathroom, after coughing or sneezing, after meals, after sitting on the bus and after classes. Avoid touching your face, mouth or eyes with soiled hands.

## MEDICAL ASSISTANCE

Our on-site team will be available to help you make the arrangements for students who require medical attention. ALWAYS carry a photocopy of your medical insurance with you.

Students are responsible for covering the cost of transport if required for any medical visits. Group leaders are required to accompany their group members to doctors/ hospitals and stay with them until dismissed.

**For emergencies** the following are the recommended facilities:

Richmond University Medical Center, Phone: 718-818-1234  
355 Bard Avenue  
Staten Island, NY 10310  
Staten Island University Hospital Northwell Health  
475 Seaview Avenue  
Staten Island, NY 10305  
(718) 226-9000

**For non-emergencies:**

Minute Clinic at CVS Pharmacy

1361 Hylan Boulevard  
(866) 389-2727  
Hours: Mon-Fri 9 AM to 8 PM,  
Sat 9 AM-5:30 PM and Sun 10 AM to 5:30 PM  
No appointment necessary - International insurances may not be accepted

## SECURITY DEPOSIT- KEY CARDS- SAFETY-SANCTIONS

**A \$ 100 security deposit is mandatory** and will be collected upon arrival, **without exceptions**. Deposits must be made in US Dollars. **Should the deposit be made in Euros, a 1 to 1 exchange rate will apply.**

Deposits will only be returned on the students' last day, AFTER check-out. No exceptions to the rule will be made. In case of damage to dorm rooms or bathrooms, TLA will retain the deposit of all occupants the subject room before assessing additional fees. In the case of students smoking in a room, the deposits of all occupants the subject room will be retained.

TLA may retain the deposit in case of lost keys, missing keys, or room change occurrences. The deposit may also be retained in case of insubordination or disruptive behavior.

## ALCOHOL AND/OR DRUGS POSSESSION AND CONSUMPTION

**In the United States, possession and/or consumption of alcohol by anyone under the age of 21 is strictly prohibited. Participants found in possession of alcohol and/or drugs will be immediately removed from the program and repatriated at their own cost. No exceptions to the rule.**

### Damages:

In the event that the group or a member of the group has caused damage to property in excess of \$100, TLA reserves the right to recover the cost for said damage including any costs for extra cleaning or renovation from the participant's parent and/or the agency, if any.

### Smoking:

Smoking is prohibited in all campus buildings. Students who smoke inside the campus buildings may be subject to expulsion and removal from the program, for breach of the fire safety regulations of the campus.

### Key Cards:

Electronic Key cards are provided to each student, and these cards will be required to access their apartments as well as a meal card to gain access to the cafeteria. Students will be charged for the **replacement of lost or broken keys (\$75.00)** and **lost and broken meal cards (\$30.00)**. **For each key not returned upon departure, a fee of \$ 75 will be charged. The lost key fee must be paid in cash before departure.**

**For every lockout (forgetting the key inside the room and having security open the door) a charge of \$ 25 will be assessed.**

### Safety:

When going on an excursion, participants should not carry large amounts of cash with them. We suggest that participants bring pre-loaded credit cards.

Participants must not carry their passport or travel documents with them during the excursions. They must photocopy their ID/Passport page and only carry photocopies while on an excursion. Should a participant's passport be stolen, lost or misplaced, TLA may not be held responsible for covering the cost of replacing the document. Any cost related to extra nights or transportation as a consequence of ID loss must be borne by the participant's parent, with immediate payment via credit card.

#### Student Supervision:

Our team of residential managers/supervisors and our Activity leaders are there to provide the highest level of service to our students during their stay. Our students' welfare is a priority, and our staff members are there to ensure that students enjoy every aspect of their stay.

During the orientation session, students meet the staff members who will assist them during their stay and accompany them on their activities.

#### Security and Assistance on Campus:

Security personnel monitor the campus on a 24 -hour basis. During office hours and in most evenings the TLA NY Campus Office will be open and available for any participant or group leader with any questions or concerns.

## RULES AND REGULATIONS

### RESPECT FOR OTHER PEOPLE

It is our mission to promote the respect for all cultures, races, and sexes. Racial or sexual harassment is not permitted and will result in your termination from the school. If you feel that you are the victim of sexual, religious, or racial harassment or verbal/physical abuse by a member of the school staff or another student, please report to the school Director immediately. Verbal, psychological, or physical violence is not tolerated and will be sanctioned both monetarily and administratively.

#### 1- DISCIPLINE, UNRULY BEHAVIOR AND OBSERVANCE OF RULES:

If a participant's behavior or social conduct is deemed to be in violation of TLA program rules or Wagner college regulations, or to be disruptive to the program, they will be subject to sanction procedures, starting with retention of the security deposit as a violation fine. **A serious breach of US laws and/or NY State regulations and/or Wagner college rules may result in removal from the program and repatriation at the students' own cost.**

#### 2- REMOVAL FROM THE PROGRAM

Should a participant be removed from the program, whether upon TLA or Wagner College decision, TLA and Wagner College may not be held responsible for ticket re-booking fees and transfer to the airport. **NO refunds for the unused portion of the booked program will be issued, under any circumstance.**

**3- PROHIBITED ACTIVITIES:** Ball playing, rollerblading, floor hockey, skateboarding and water play are not permitted in the residence halls. Horseplay, boxing, wrestling, kicking and all contact sports are not permitted.

**4- RESTROOM FACILITIES:** All Restroom facilities in the residence hall are designated male or female. Participants are strictly prohibited from being in the restroom facilities assigned to another gender.

**5- SMOKE DETECTORS/FIRE ALARMS/EXTINGUISHERS:** Smoke detectors are found in all rooms. Do not use any aerosol sprays in the vicinity of the fire detectors. This can cause an unnecessary response by the Fire Department. **Deliberately**

**setting off a fire alarm or tampering with a smoke detector or an extinguisher will result in a \$ 1000 (US \$ ONE THOUSAND) fine and immediate removal from campus, resulting in participant's repatriation at the participant's cost.**

**6- SMOKING:** All buildings are smoke free.

Smoking will only be permitted outside in limited "Designated Smoking Area."

**7- WINDOWS:** Sitting in the windows and entering and/or exiting through windows is prohibited. Safety stops and security bars are not to be removed. Nothing is to be thrown out of any window.

**8- CURFEW:** All participants must be in their own assigned room by 11:00 pm (23:00). Violators will be fined \$ 100 per occurrence, to be paid on the spot.

**9- Students are not allowed to leave campus unaccompanied at any time and specifically after curfew hours. Violators will be fined \$ 100 per occurrence, to be paid on the spot and may be removed from the program.**

**WE LOOK FORWARD TO WELCOMING YOU TO TLA AND NEW YORK !  
WE WISH YOU A WONDERFUL, MEMORABLE TIME!**