



Dear Director of International Education,

Thank you considering South Seattle Community College for your short-term and specialized training needs. For an overview of South Seattle Community Colleges' general programs and services, please refer to our website at www.southseattle.edu/international, or contact our office for a brochure of programs and services that we offer.

South Seattle Community College has established a reputation for excellence in developing and implementing short-term contract training programs for various groups from all parts of the world. Our portfolio includes:

- American Language & Cultural Experience (high school, Junior College and University groups)
- Food Services Training (Culinary Arts)
- Early childhood education
- Avionics Maintenance & Technology
- One or Two day seminars on Sports Medicine; medical assistantship, etc.
- Project Management, as well as other programs.

In addition to receiving groups for specialized training, South Seattle Community College is also equipped to send experienced faculty to teach and train groups in the home country.

Please complete and return by fax or mail the "Request for Proposal" form on reverse side of this letter. Within two weeks, our office will develop a program proposal according to your requirements and submit it to you for review.

We look forward to working closely with you to develop excellent programs for your trainees!

Sincerely,

Kathie Kwilinski

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South Seattle Community College
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REQUEST FOR PROPOSAL (RFP)

Fax To South Seattle Community College: +1 206-764-5836

One request per form, please

Today's Date: _____

Institution/ Agency Name: _____

Contact Person: _____ Title: _____

Fax Number: _____ Tel. Number: _____

Email: _____ Web: _____

Mailing Address: _____

I am interested in **(please check one of the following)**:

- A proposal for contract group to study/train in Seattle
- A proposal for a(n) instructor to come to my city to teach/train a group
- Other concept: _____

Proposed date of arrival: _____ Departure: _____

Minimum number of participants: _____ Maximum number of participants: _____

Hours per day of instruction/training: _____ Number of days of instruction/training: _____

- General English English for Special Purposes: _____
- Internet Business Core College Prep (speaking & listening)
- Other training course(s): _____

If training is to be conducted in Seattle, then complete the section below.

Site visits to Seattle businesses/offices/companies: _____

_____ Total number of site visits: _____

Request lodging/accommodation for participants: No Yes Number of days: _____

Number of participants: _____ Apartment Hotel Host Family

Airport Pickup Service Yes No Airport Departure Service Yes No

Activities/ Exertions in and around Seattle: **Please circle your choice(s)**

Seattle Pass*	Pioneer Square	Pike's Street Market	Downtown Seattle Walk	Space/Needle
Snoqualmie Water Falls	Wine Tasting/Winery Tour	Boehm's Swiss Chocolate Factory Tour	Theater	Music Event
Horseback Riding	Hiking	Sailing	Biking	Golf
EMP**	Vancouver, B.C.	Victoria, B.C.	Seattle Aquarium	Seattle Art
Mariner's Baseball Field	Seahawk's Football Stadium	Seattle Underground Tour	University of Washington	Skiing

- *Seattle Pass includes entrance to the Space Needle, Zoo, Seattle Art Museum, Argosy Harbor Boat Tour, Pacific Science Center and Seattle Aquarium
- ** Experiential Music Project featuring Jimmy Hendrix, Nirvana and more...