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  
Director, International Programs  
South Seattle Community College  
Fax: (206) 764-5836  
kkwilins@sccd.ctc.edu

Gene Baker  
Director Marketing & Outreach  
South Seattle Community College  
Fax(206) 764-5836  
gmoriya@sccd.ctc.edu
REQUEST FOR PROPOSAL (RFP)
Fax To South Seattle Community College: +1 206-764-5836

One request per form, please

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)

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

- *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...