

# Sample Program Estimate: Interim Program Abroad [Venue, Term]

Estimated students  
 Teaching Faculty  
 (non-teaching) Program Director  
**Total group**

Dates:

## 1. Instructional Costs

\$USD

### Costs per Teaching Faculty Person

Airfare  
 Contract  
 Per Diem  
 Misc: phone budget, O'Hare travel, Intl ID card

Total per faculty

**TOTAL fac**

### Costs for Program Director

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**

*Instructional Costs per Student*

## 2. Student Travel & Onsite Program Costs

\$USD

### Airfare

### Onsite transportation

Airport transfers  
 City tour and/or coach excursions  
 Public transportation passes / tickets

### Student Accommodations

student

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

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