

Appendix A – Program Itinerary

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week 1	<p>Process for connections with NGOs/NPOs in Cambodia</p> <p>Stage 1: Pre-meeting with NPOs/NGOs (Zoom)</p> <p>Stage 2: On-site Visit</p> <p>Stage 3: Interview/ Shadowing Day</p> <p>Stage 4: Internal Interview Discussion</p> <p>Stage 5: Presentation Check in class time</p> <p>Stage 6: Final Meeting with NPOs/NGOs (presentation)</p>		<p>May 7, 2024 -/-/D, Private Coach</p> <p>AM/PM: Arrive in Siem Reap</p> <ul style="list-style-type: none"> Airport Transfer with Private Coach & Guide <p>EVE: Welcome Dinner & Circus Show</p> <ul style="list-style-type: none"> Phar Circus <p><i>Siem Reap</i></p>	<p>May 8, 2024 B/-/, Tuk Tuk</p> <p>AM/PM: Temples Tour Day 1</p> <p><i>E.g.: South Gate of Angkor Thom, Giant faces of famous Bayon and Baphuon Temples, Terraces of Elephants and Leper King, Phimean Akas and Ta Prohm, Angkor Wat Temple, etc.</i></p> <p>EVE: Dinner in Market Area</p> <ul style="list-style-type: none"> On students' own <p><i>Siem Reap</i></p>	<p>May 9, 2024 B/-/D, Private Coach</p> <p>AM/PM: Temple Tour Day 2</p> <ul style="list-style-type: none"> Bantey Srei, Landmine Museum, Preah Khan Temple. <p>EVE: Cooking Class</p> <ul style="list-style-type: none"> Start cooking class and have lunch at local restaurant. <p><i>Siem Reap</i></p>	<p>May 10, 2024 B/-/, Tuk Tuk</p> <p>AM/PM: NPO/NGO Visit Day 1 (2 visits)</p> <p><i>Possible Options:</i> PEPY, the Ponheary Ly foundation, the Cambodian Landmine Museum, Haven, Caring for Cambodia and Cambodian Children's Fund, etc.</p> <p><i>Siem Reap</i></p>	<p>May 11, 2023 B/-/, Private Coach</p> <p>AM: Free Morning</p> <p>Early PM: The Tonle lake Sap</p> <p>Late PM: Sunset tour of floating village Kampong Phluk</p> <p><i>Siem Reap</i></p>

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week 2	<p>May 12, 2024 B/-/, N/A</p> <p>AM/PM: Free Day, Student-led Trip</p> <p><i>Siem Reap</i></p>	<p>May 13, 2024 B/-/, Private Coach</p> <p>AM/PM: NPO/NGO Visit Day 2 (2 visits) <i>Possible Options:</i> PEPY, the Ponheary Ly foundation, the Cambodian Landmine Museum, Haven, Caring for Cambodia and Cambodian Children's Fund, <i>etc.</i></p> <p><i>Siem Reap</i></p>	<p>May 14, 2024 B/-/, Tuk Tuk</p> <p>AM/PM: Interview/Shadowing Day</p> <ul style="list-style-type: none"> Research time or project time, arranged by faculty or on students' own. <p><i>Siem Reap</i></p>	<p>May 15, 2024 B/-/, Private Coach</p> <p>AM: Half-day Tour</p> <ul style="list-style-type: none"> Kulen Upper-Lower waterfalls, River of Thousand Linga. <p>PM: Free Time/Class preparation for next day</p> <ul style="list-style-type: none"> Arranged by faculty or on students' own. <p><i>Siem Reap</i></p>	<p>May 16, 2024 B/-/, Tuk Tuk</p> <p>AM: Classroom Day</p> <ul style="list-style-type: none"> Internal post-interview discussion. Arranged by faculty or on students' own. <p>PM: Angkor Museum</p> <p><i>Siem Reap</i></p>	<p>May 17, 2024 B/-/, Tuk Tuk</p> <p>AM: Half-day Tour</p> <ul style="list-style-type: none"> Visits to Killing Field at Wat Thmey (Thmey Pagoda), War Museum Cambodia. <p>PM: Street Food Tour</p> <ul style="list-style-type: none"> Old Market <p><i>Siem Reap</i></p>	<p>May 18, 2024 B/-/, N/A</p> <p>AM/PM: Free Day, Student-led Trip</p> <p><i>Siem Reap</i></p>

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week 3	May 19, 2024 B/-/, Private Coach AM: Free Morning PM: Travel to Battambang by Private Coach <i>Siem Reap-Battambang</i>	May 20, 2024 B/-/, Private Coach AM/PM: NPO/NGO Visit 5, 6 in Battambang <i>Possible Options: Cambodian Children's Trust, Phare Ponleu Selpak, etc.</i> <i>Battambang</i>	May 21, 2024 B/-/, Tuk Tuk & Private Coach AM: Half-day Bike Tour in Battambang <i>E.g.: Exploring the beautiful countryside around Battambang by bicycle. Visit with Cambodian families who produce traditional products.</i> PM: Travel to Siem Reap by Private Coach <i>Battambang-Siem Reap</i>	May 22, 2024 B/-/, N/A AM/PM: Presentation Check in class time <ul style="list-style-type: none"> • Arranged by faculty. <i>Siem Reap</i>	May 23, 2024 B/-/, Tuk Tuk AM/PM: Final Meeting with NPO/NGOs <ul style="list-style-type: none"> • At NGO/NPOs' offices or hotel meeting room <i>Siem Reap</i>	May 24, 2024 B/-/, Private Coach AM: Angkor Silk Farm PM: Engagement (Volunteering Project) with local community <i>Siem Reap</i>	May 25, 2024 B/-/, Private Coach AM/PM: Travel to Phnom Penh by private coach EVE: Refresh & Free Time <i>Siem Reap-Phnom Penh</i>

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week 4	<p>May 26, 2024 B/-/, Private Coach AM: Tuol Sleng Genocide Museum</p> <ul style="list-style-type: none"> • Visit to Museum • Reflection/Share <p>PM: Half-day City Tour</p> <ul style="list-style-type: none"> • Royal Palace and silver pagoda, and wooden boat ride on Chaktomouk River (Four face river), etc. <p><i>Phnom Penh</i></p>	<p>May 27, 2024 B/-/D, Tuk Tuk AM/PM: Free Day, Student-led Trip</p> <p>EVE: Farewell Dinner</p> <p><i>Phnom Penh</i></p>	<p>May 28, 2024 B/-/, Private Coach AM/PM/EVE: Departure for U.S.</p> <ul style="list-style-type: none"> • Airport Transfer with Private Coach & Guide. <p><i>Phnom Penh → U.S.</i></p>				

Appendix B – All-Inclusive Service Details and Exclusions

Academic Experiences



Group Project	Four (4)	6-step project with local NPOs/NGOs
Volunteering Project	One (1)	With APA Partnered Organizations
Site Visit	Two (2)	NPO/NGO

Housing



Date	Night	City	Option
May 7-19	12 nights	Siem Reap	City River Hotel , or similar (1 more staff on Day 9)
May 19-21	2 nights	Battambang	Steung Sangke Hotel , or similar
May 21-25	4 nights	Siem Reap	City River Hotel , or similar
May 25-28	3 nights	Phnom Penh	Homechic Hotel , or similar

*The above hotel options are selected based on the proposal and requirements included. Alternative hotel options can be provided upon request.

<u>Students:</u>	Double Occupancy	<u>Faculty:</u>	Single Occupancy
<u>Bathroom:</u>	Private	<u>Internet Access:</u>	Yes

Notes: Accommodation will be conveniently located and should meet local requirements for fire prevention and safety.

Meeting Room



Meeting Space	One (1) for one (1) half-day of holding all participants for meeting with NGO/NPOs.
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Meals



<u>Breakfast</u>	<u>Lunch</u>	<u>Dinner</u>
All	None	Two (2) for welcome dinner and farewell dinner, one (1) is included in Cooking Class

Notes: Only soft drinks will be served during meals. Alcoholic beverages will not be included.

Culture Experiences



Culture tickets and entrance fees for: Tickets and entrance fees and reservations are included for tours listed in the itinerary (unless otherwise noted).

Notes: All visits are subject to sites availability. Alternative options will be provided.

Transportation



<u>Daily</u>	<u>Airport Transfer</u>	May 7, 28	Siem Reap, Phnom Penh
	<u>Private Coach</u>	May 9, 11, 13, 15, 19-21, 24-26	Siem Reap, Battambang, Phnom Penh
	<u>Tuk Tuk</u>	May 8, 10, 14, 16, 17, 23, 27	Siem Reap, Phnom Penh

On-site Support



<u>English Guide/Program Coordinator</u>	One (1)	During the program dates	Siem Reap, Battambang, Phnom Penh
<u>24/7 Emergency Contact</u>	One (1)	During the program dates	

Notes:

In addition to the Program Coordinator(s), the program will also be supported by three additional levels of distinct support:

Dedicated Program Manager – Manages the program throughout the planning and execution, beginning with the itinerary development and ending with the feedback forms. The Program Manager is involved in daily communication with the Program Coordinator(s).

City Manager – Responsible for all programs ongoing in the city. Provides backup support in the event of an emergency to ensure the continuation of a program when required.

Program Director – Oversees the management and execution of the program on a day-to-day basis, communicates with University/College/Organization administrators regularly, and is accountable for the quality and program execution.

Additional Services



<u>Pre-departure Support:</u>	Comprehensive Itinerary	Marketing Material (Upon Request)	Orientation (Upon Request)
<u>Gratitude & Tips</u>	APA will pay tips for all the guides and drivers who are arranged by APA.		

Exclusions

- International Airfare
- Visa Processing
- Passport Processing
- Meals other than those listed
- Optional inclusions
- Personal or other misc. expenses