



MAJOR-SPECIFIC STUDY & INTERN ABROAD PROGRAMS

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KEI AMBASSADOR

Returning home can be overwhelming: you are excited to talk about your experience abroad but often find it difficult to find anyone who will listen. Or you may be graduating soon but not sure of your professional future or just need work experience. And it wouldn't hurt to replenish your budget! The KEI Ambassador program was designed to address these issues.

The program has three goals:

1. Provide you with the opportunity to share their experience abroad with students, professors and advisors.
2. Give you work experience in public relations, promotions and networking - skills useful for all professions.
3. Earn money towards education, future study abroad or whatever needs may arise.

Responsibilities

KEI Ambassadors have the following responsibilities.

- Represent KEI on your campus.
- Inform and refer students to KEI programs.
- Attend the study abroad fair and other international education events on your campus.
- Organize an information table on campus 2 times per month.
- Organize presentations about KEI programs to fraternities, sororities, academic clubs and student organizations on campus.
- Answer email inquires from students at your school regarding KEI programs.
- Assist students you recruit through the application process.
- Manage the KEI budget on your campus.

KEI Ambassadors are supervised by our Academic Relations Manager who will assist in accomplishing the above tasks.

Rewards

- Financial rewards are based on each student referred who attends a KEI program.
 - \$100 for every student participating on a Summer program.
 - \$200 for every student participating on a Semester or Quarter program.
 - \$300 for every student participating on an Academic Year program.
 - \$200 bonus for every 5th student.
- A \$500 alumni grant plus a \$250 Ambassador grant if you decide to study abroad again with KEI.
- Conversion of all referred participants through the [Refer-A-Friend](#) promotion after referring 5 new people as a KEI Ambassador.
- Letter of recommendation after successful completion of the program.

Rules & Regulations

For the purposes of the KEI Ambassador program, "Referrer" is the person who refers others to a KEI program and "Referee" is the person referred by a Referrer. The following rules and regulations apply.

- The KEI Ambassador must register for the program by informing KEI in writing (email, fax, letter, etc.).
- The KEI Ambassador must be the first point of information about KEI for the Referee.
- The Referee must indicate the KEI Ambassador's name and contact information on his/her KEI application or through email to a KEI advisor.
- Information provided by the Referee supercedes all other.
- KEI Ambassador can refer multiple people.
- Referee can only be referred by one KEI Ambassador.
- Referee can not refer his/her KEI Ambassador.
- Rewards will be disbursed after the Referee registers for a KEI program and pays all fees. Reward checks will be mailed via USPS to the Referrer's home address. It is the Referrer's responsibility to provide an accurate mailing address.
- KEI employees and KEI employee family members are not eligible to participate in the KEI Ambassador program.
- KEI reserves the right to change the amount of the reward, program rules and cancel the program at any time.
- The KEI Ambassador program may be combined with the following promotions: Travel Free, Early Enrollment and Group Discount.

Join the Team

If you understand and accept the terms above, please fill out the information below and return it to:

Attn: Julie Pollard
Knowledge Exchange Institute
111 John Street, Suite 800
New York, NY 10038

Campus Ambassador's Name: _____

Address: _____ City: _____

State: _____ Zip: _____ Phone: _____

Email: _____

Program Attended: _____

Session: _____ Year: _____

Signature: _____ Date: _____