



AFFILIATION WITH THE MONTEVERDE INSTITUTE (MVI)

GENERAL AFFILIATION INFORMATION

Affiliation with the Monteverde Institute helps to advance our mission:

“To advance sustainable living at the local and global level through place-based education, applied research, and collaborative community programs.”

Duration of Affiliation: One year (valid for one year independent of length of project).

Included Services: Research permit processing, lab space, lab equipment use, storage, internet, copier/scanner use, library resources, logistical guidance/recommendations (*for transportation, homestay, housing, contacts, etc.*).

Costs:

Service	Fee
Application (nonrefundable)	\$50
1 yr. affiliation w/one permit	\$350
Cost per additional permit	\$50

Note: *If you would like to become an affiliate as an extension of an internship, please inquire about associated fees at interns@mvinstitute.org.*

Permit Length: Permits are granted for a length of time that is determined by the length of the proposed project, and is also subject to SINAC requirements. SINAC may choose to grant a permit for less than the requested or proposed time.

Homestays: Some researchers may choose to live with Costa Rican families during their stay, which can enhance their Spanish and cultural knowledge. Homestays include a single room, three meals, and laundry service. Homestay fees are \$24 per night and include three meals. This charge is separate from affiliation fees. The MVI can make arrangements for researchers that prefer to participate in a homestay rather than live independently.

Housing: The MVI can provide information regarding local housing. Rentals can be arranged through the Monteverde Institute. Rental agreements and costs must be signed and paid by the research affiliate.

Transportation: Airport transport, lodging in San Jose, transportation to and from Monteverde can be arranged by the MVI logistical staff. These costs are not covered in the affiliation fee.

How to apply: Complete the following information and sending to interns@mvinstitute.org:

1. Copy of international/ traveler's health insurance
2. Copy of passport (*valid for a minimum of six months after date of arrival*)
3. Two passport size photos
4. Curriculum vitae / resume
5. Application form
6. Two letters of recommendation
7. Project proposal summary (*not to exceed five pages*) that includes: theoretical framework, justification, objectives, methodology, status of research review process (*e.g., IRB*), a local dissemination plan, timeline, budget, funding sources, and bibliography.
8. Letter of intent, which specifies why you are undertaking this research project, why you wish to affiliate with the Monteverde Institute, your experience living abroad, and your experience with Spanish.
9. Non-refundable application fee \$50

Please make checks payable to “Asociación Instituto Monteverde” and send to:

Instituto Monteverde Affiliation Program
Apartado 69-5655
Monteverde, Puntarenas, Costa Rica

Note: Applications will not be considered until all parts of the application, including the application fee, are received. Please allow two weeks for checks to arrive. Decisions will be granted within five weeks of receiving completed application information, after which you will be required to deposit your affiliation fee.

Please note that the Costa Rican immigration service requires that a return flight ticket showing departure from Costa Rica is necessary when entering the country. Standard visas allow a 90- day visit at which time you must depart the country for 48-72 hours to re-enter and renew your visa.

