

UNC Pembroke Policies and Guidelines for Study Abroad

Students must submit a completed and signed UNC Pembroke Study Abroad Application. There is a **\$50 non-refundable UNC Pembroke Study Abroad Application Fee. Depending on study abroad program, there may be an additional application fee. Please see the Study Abroad Coordinator for all program fees and program approval before applying to any study abroad program for academic credit.**

CONDITIONS OF PARTICIPATION STATEMENT

All applicants are asked to review the following statement. It constitutes conditions for participation in all University of North Carolina at Pembroke sponsored, co-sponsored, or third party approved study abroad programs.

1. PROGRAM ARRANGEMENTS

I understand that although the university will attempt to implement the program as described in its documentation, it reserves the right to change the program at any time and for any reason it deems sufficient to promote program objectives, safety issues or institutional needs.

2. PRE-DEPARTURE ORIENTATION

I understand that UNC Pembroke or affiliate will conduct a mandatory pre-departure orientation. I agree to attend the event (parents are welcome) at the time and location as announced. I understand that if I do not attend that I may not be able to participate in my study abroad.

3. TRAVEL AND ACCOMMODATION ARRANGEMENTS

I understand that I am expected to adapt to differences in physical accommodations which may be perceived as inconvenient or uncomfortable by U.S. standards. I further understand that changes in accommodations may be necessary in the best interest of the program or the best interest of the university. I further understand that the university does not represent or act as an agent for, and cannot control the acts or omissions of: any host institution, a host family, other host arrangements, land transportation, air transportation, carrier, hotel or similar accommodation, tour agent, tour organizer or other provider of goods or services related to the Program. I understand that the university is not responsible for matters that are not within its direct control. I understand and agree that the University shall not be liable for any injury, loss, damage, accident, delay, expense or inconvenience arising out of any such matters. I do therefore release the university from any such liability.

4. PASSPORT REQUIREMENTS

a. I understand that I am required to have a US passport for travel associated outside the United States of America. It is my sole responsibility to obtain a US passport for participation in the study abroad. If I do not have an official passport in time for the study abroad departure date, I understand that I am still responsible for all costs associated with the study abroad program and no refunds will be issued. If necessary, I understand that I may be responsible to pay additional fees associated with expediting my passport application.

b. If I have a passport issued by another country (other than the United States of America), I understand that it is my responsibility to obtain the necessary visa for travel. I understand that all cost associated with my visa are my responsibility.

c. I understand that all costs associated with obtaining a passport and/or visa are my responsibility and are not part of the study abroad program cost (unless specified).

5. SITE SPECIFIC ISSUES

I understand that there may be cultural, economic, political and societal factors which may impact this program and my participation. I agree to make reasonable effort to acquaint myself with these factors and to adjust my behavior accordingly.

6. COMMUNICATION REQUIREMENTS

I understand that maintaining contact with program leaders, university officials and other program participants may be very important for safety, health and emergency purposes. I agree to select and utilize appropriate and ongoing communication links with these persons. I also agree to maintain ongoing contact with my family or other support structure.

7. INDEPENDENT TRAVEL AND ACTIVITIES

I understand that neither the University, any faculty member nor any other university representative or agent is responsible for any injuries, loss or damage I may suffer when I am traveling independently or am otherwise separated or absent from any university-supervised activities even if a faculty member or other university representative or agent accompanies me in any independent travel or activity not sponsored by or affiliated with the university.

8. HEALTH AND MEDICAL ISSUES

a. I understand that travel abroad may expose me to certain conditions, diseases or illnesses. I have acquired all immunizations recommended by the U.S. Center for Disease Control and all other inoculations necessary for safe travel in the areas I am visiting. I agree to make reasonable efforts to acquaint myself with the health factors and issues endemic to these areas and to prepare myself accordingly for my study abroad travel and activities.

b. I understand that I must secure international health insurance through my home university during my program dates. I understand that the university is not obligated to pay for medical treatment or hospital care in a foreign country or in the U.S. during my participation in the program. I further understand that the university is not responsible for the quality of such treatment or care.

c. I have consulted with a medical doctor or comparable health care provider with regard to my personal medical status and needs. I certify that I am medically able and capable to participate in the program, in the activities associated with the program and in the travel incident to the program. I certify that I do not have a medical condition which would endanger the health of others associated with the program.

d. I am aware of all of my personal medical needs and I certify that I am capable of and prepared to deal with those needs. I understand that the university is not obligated to attend to my medical or medication needs.

e. I understand that there are health risks associated with the program and travel activities. I further understand that my home university will not be responsible for the health risks, injuries, damages or loss beyond its direct control.

f. I agree that if I am injured or become ill, the university or its agents may secure hospitalization and/or medical treatment for me and I agree to pay all expenses related thereto. I further agree that the university or its agents may release information to other persons who may need this information to assist me or to assist others in the program.

g. I hereby release the university from all liability for any of its actions or its agents actions related to the activities listed above.

9. SAFETY ISSUES

I understand that there are safety risks associated with the program and travel incident thereto and that the university is not responsible for such risks or injuries, damages or loss caused by them. I agree that the university shall not be liable for such injuries, damages or loss except as may be caused by the gross negligence or willful misconduct of the employees, officials or agents of the university. I further agree that the university cannot prevent me or other individuals from engaging in illegal, dangerous or unsafe activities. I therefore agree that the university shall not be liable for injury, damages or loss caused by such activities.

10. STANDARDS OF CONDUCT

a. I understand that each foreign country has its own laws and regulations and has standards of acceptable conduct in the areas of dress, manners, morals, politics, alcohol use, drug use and behavior. I recognize that behavior or conduct which violate those laws or standards could harm the program's effectiveness and the university's relations with those countries in which the program is located. I also understand explicitly that

behavior or conduct which violates those laws or standards could harm my own health and safety as well as the health and safety of other participants in the program. I take full responsibility for my behavior and conduct and agree that the University and its agents will be released and indemnified for any claim, loss, injury or liability that may be caused by my behavior or conduct. This acceptance of responsibility and release and indemnification applies to my conduct and behavior whether I am or I am not under the direct supervision of the university, university agents or program officials.

b. I agree to make reasonable and good faith efforts to become informed of all laws, regulations and standards for each country to or through which I travel during my participation. I further agree that I will abide by and comply with those laws, regulations and standards.

c. I also agree to comply with all university rules, standards and instructions for student behavior including but not limited to those set forth in the Student Information Handbook on the World-wide Web at: <http://www.uncp.edu/sa/handbook/>. I further agree to comply with any supplemental rules or standards adopted by the university for the programs in which I am participating.

d. I agree that the university has the right to enforce all of the standards of conduct, rules and regulations described above. I further agree that if I violate those standards, rules or regulations, I may be sanctioned including immediate exclusion from the program. I recognize that due to the circumstances of international travel and international study programs, normally applicable procedures for notice, hearing and appeal in student disciplinary proceedings may not be practicable and therefore may not apply. I explicitly waive all claims based on alleged inadequate disciplinary procedures.

e. If I am excluded from the program, I consent to being sent home at my own expense with no refund of fees or expenses. I further understand that I may be subject to further disciplinary, civil and/or criminal action upon my return to the university.)

f. I also recognize that if my behavior is determined to be detrimental to or incompatible with the interest, harmony and welfare of the university, or program or program participants, my acceptance of responsibility, my waiver of process and my consent to being sent home also apply if I engage in such detrimental or incompatible behavior.

g. I agree that I am fully responsible for any legal problems that I have. I also agree that I am responsible for any encounters that I have with any international government or any individual. I understand and agree that the university is not responsible for providing any assistance under such circumstances.

11. PROGRAM CHANGES

I understand that the program is subject to modification or cancellation because of natural disasters, political instability, insufficient participation, diseases, travel warnings or other causes. I further understand that if one of these occurs, I may not have any fees or expenses refunded. I further understand that program fees and charges are based on current airfares, lodging rates and travel costs, which are subject to change and for which I am responsible. I further understand that if I leave or am excluded from the program for any reason there will be no refund of fees paid or expenses incurred. I further agree that if I lose connections or become detached from the program group or if I become sick or injured, I will at my own expense contact and reach the program group.

12. CLASS REGISTRATION I understand that I am responsible for my study abroad course registration and payment, unless specifically included in the program. I understand that I will work with the Director of International Programs to finalize all course registration and that I must obtain the appropriate signatures to transfer my courses back to UNC Pembroke.

13. CLASS REGISTRATION/WITHDRAWAL

a. In the event I do not attend the study abroad program, I understand that I am personally responsible for course withdrawal, if registered at UNCP. _

b. I understand that I must personally notify the Study Abroad Coordinator, in writing, if I am going to withdraw from the study abroad program that I have submitted this application for. If I fail to notify the Study Abroad Coordinator, this will affect my participation in future UNCP study abroad programs.

14. TRANSCRIPT/COURSE GRADES

- a. I understand that I will not receive UNC Pembroke transfer credit for a pass/fail grade. I understand that I must receive a letter grade of A, B, or C to have a course considered for transfer. I understand that it is my responsibility to understand the course grading and provide documentation upon return to UNC Pembroke.
- b. Semester/Year-Long Study Abroad. I understand that I am responsible for requesting my host university transcript and having it sent to my home university.

15. PROGRAM PAYMENT/FINANCIAL AID

I understand that I am responsible for all payment by the program deadline. I understand that I am responsible for speaking with Financial Aid about what I qualify for. I understand that I must be a registered full-time student to receive financial aid, and that if I do not receive a grade of 'C' or higher that my financial aid may be affected.

- a. I understand that all application fees and deposits/payments are non-refundable.

16. UNDERSTANDING PERSONAL AND FINANCIAL RESPONSIBILITY

I understand that I am subject to the rules and regulations of my host institution, and the laws of my host country. I understand that it is my responsibility to maintain property, such as housing, books, equipment, and other materials entrusted to my care during my exchange period. In the event that I should fail to pay the agreed rent and/or incur charges due to misuse or negligence of property, I will not receive credit for my exchange program until such payments are made. I also understand that University of North Carolina at Pembroke may pay such charges on my behalf and assess them to my student account. .

17. OTHER EXPENSES OR INSURANCE

I understand that I am responsible for my own accident, travel, baggage, missed flight and life insurance coverage. I also understand that I am responsible for all debts and expenses I incur abroad other than those covered by the required program fees.

18. ACKNOWLEDGEMENT OF MY RESPONSIBILITY AND ASSUMPTION OF RISK

I fully understand that this program will expose me to many risks associated with foreign travel and participation in a program abroad. I fully accept this possibility of risks and assume all risks associated with this program. I therefore agree to release, hold harmless, discharge and indemnify The University of North Carolina at Pembroke, the UNC Board of Governors, University officials, employees, agents and volunteers from any present or future liability, claim or demand that may be asserted in connection with (a) emergencies, accidents, illnesses, injuries or other consequences or events arising from my participation in the program, (b) any cause, event or occurrence beyond the direct control of the University or its agents including, but not limited to, natural disasters, wars, civil disturbances, terrorist acts or the negligence of other persons, and (c) events or occurrences caused by my behavior or conduct while traveling or participating in the program. Further, I understand and agree that this acknowledgement, discharge, hold harmless agreement, release, indemnification and assumption of risk shall be binding on me, my heirs, my assigns, members of my family, my executors and administrators and my personal representatives.

VOLUNTARY ACKNOWLEDGEMENT

- a. I represent that my agreement to the provisions herein is wholly voluntary, and further understand that, prior to signing this agreement; I have the right to consult with the advisor, counselor or attorney of my choice.
- b. I understand the Study Abroad Coordinator, in conjunction with the Director of International Programs, may deny my application for future participation in study abroad based on my past academic performance and behavior while studying abroad.

19. INTERPRETATION OF AGREEMENT

I agree and acknowledge that the laws of North Carolina govern this agreement and that North Carolina shall be the forum for any lawsuit, hearings or adjudications filed under or incident to this agreement or to the program. I further agree that should any provision or aspect of this agreement be found to be unenforceable, that all remaining provisions of the agreement shall remain in full force and effect.

20. RELEASE FORM

- a. I hereby grant The University of North Carolina at Pembroke (UNCP) permission to use my photographs from my study abroad experience and quotes from e-mails/postings on the UNC-P Study Abroad website and

in Study Abroad print publications, www.uncp.edu/ip/abroad, without payment or any other consideration. I understand this is for promotional purposes of the UNCP Study Abroad Program.

b. In addition, if I post pictures on FaceBook, MySpace, or any alternative Social Networking posting site, I give UNCP permission to copy those photos for Study Abroad promotion only.

c. I am 18 years of age or older and I am competent to contract in my own name. I fully understand the contents, meaning, and impact of this release.

21. I have received Country Specific Information, via the Department of State, from the International Programs Office.

I have carefully read, understand and fully agree with this agreement. This agreement represents my complete understanding with the university concerning the university's or its agents' responsibility and liability for my participation in the program. This agreement supercedes any previous or contemporaneous understandings I may have had with the university or its agents, whether oral or written.



STUDENT TRAVEL AGREEMENT

APPLICANT'S STATEMENT OF UNDERSTANDING

I understand that neither The University of North Carolina at Pembroke nor any of its agents will be responsible for loss of property, injury or life while I am traveling. I also understand that I must carry medical insurance, including specific coverage for medical evacuation and repatriation to obtain appropriate medical care.

I understand that if I cancel or terminate any planned travel, I am responsible for payment of all fees for which I am obligated.

In recognition of the Honor Code of The University of North Carolina at Pembroke, I certify that the information I have provided in this application and in the attachments is true and accurate to the best of my knowledge.

RELEASE AND INDEMNITY AGREEMENT

As part of the consideration for participating in the Study Abroad, I hereby release, hold harmless, and forever discharge The University of North Carolina at Pembroke, its employees and agents, from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, property damage, or personal injury, including death, that may be sustained by me or to any property belonging to me, except that caused by the negligence of the University, its employees or agents, while participating in such activity. I am fully aware of the risks and hazards associated with foreign travel and residence, and I acknowledge that said participation in this activity is elected by me voluntarily and is not required. I voluntarily assume full responsibility for any risk of loss, damage, or personal injury, including death that may be sustained by me as a result of such activity, except that caused by the negligence of the University, its employees or agents. I further agree to indemnify and hold harmless the University, its employees and agents, from any loss, liability, damage or cost, including court costs and attorney's fees that they may incur due to my participation in said activity, except that caused by the negligence of the University, its employees or agents.

This release and hold harmless agreement is binding on myself, my heirs, assigns, and personal representatives. I acknowledge that I am 18 years old or more.

Student Signature

Date (Required)

Student Name (Print)

Study Abroad Program (Required)



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Memo

To: Participants in Study Abroad Affiliated with UNCP

From: Robyn Deemer, Study Abroad Coordinator

Re: Thank you!

It is my pleasure to thank you for participating in the upcoming Study Abroad Program and to thank you for coming to our orientation. Should any questions remain unanswered for you, your parents or guardians, please do not hesitate to bring them to your group leader or myself.

This is an opportunity for you to not only participate in a brief study abroad, but also to get a taste of another culture, and to visit beautiful and interesting places. It will also give you an insight in the workings of your discipline outside the United States.

Since this is a group endeavor one may not always be able to pursue things according to one's own schedule or desires. Likewise, you may also find that the scheduling of events, transportation, and accommodations (etc.) may not always go according to plan, so please bring a healthy dose of patience, understanding and good humor. We hope that all goes according to plan, but there are many aspects involved and that are simply beyond our control, so your flexibility regarding such matters is very much appreciated-plus it will make for a more enjoyable experience for all.

Please be respectful and courteous not only to your many hosts abroad, but also to your fellow students. A collegial dynamic within a group is always enormously helpful and will ensure that a great experience is had by all. Please note that discourteous or uncooperative behavior, cultural insensitivity, tardiness for group activities and/or conduct that is disrespectful to other individuals on the program may lead to immediate dismissal from the group at student expense. Decisions regarding penalties and dismissal are at the discretion of the group leader in consultation with the Study Abroad Coordinator, the Director of International Programs, and the Associate Vice Chancellor for International Programs. Please sign and date below an affirmation of your commitment to a positive experience for all. Thanks again!

Printed Name: _____

Signature: _____

Date: _____