

Hampden Sydney College
Application for May Term Abroad 201_
Application and \$500 non-refundable deposit deadline: _____

A signed May Term application and payment of a \$500 non-refundable deposit constitute an agreement by the student to participate fully in the May Term program and an obligation to pay all program fees. The Office of International Studies has the authorization to begin making payments to airlines, hotels, and other service providers on the student's behalf from the date of the non-refundable deposit. Please review the entire *May Term Abroad Cancellation and Refund Policy* contained in this application.

Return this completed application to the Office of International Studies, Bagby 315 and the \$500 non-refundable deposit in check or cash to the Cashier in the Business Office in Cabell.

Program Name: _____ **Professors Name:** _____

Name _____ Fr ____ So ____ Jr ____ Sr ____

Complete name as it appears on your Passport (or will appear if you do not have one yet)

H-SC Box _____ Cell or Campus Phone _____ Email _____

DOB _____ Place of Birth _____ Student # _____

Passport # _____ Expiration Date: _____

A copy of your passport must be submitted to the Office of International Studies prior to departure

Cumulative GPA _____ Major _____ Advisor _____

Are you currently on academic probation? Yes No

Are you on disciplinary probation for any Code of Student Conduct violation? Yes No

If yes, please explain: (use back of sheet if more room is required)

Health Information - Traveling and studying abroad require considerable adaptability. It is important that the College and faculty leaders know of any problems that might affect you in a foreign study context and know how to assist you should the need arise. This information will remain confidential and will be shared with Faculty or others only if pertinent to your own well being. The College may not be able to accommodate all individual needs or circumstances while abroad.

Yes No Do you have any physical condition which prevents you from climbing stairs, walking long distances, or navigating public transportation? If yes please describe.

Yes No Do you have any special dietary needs? Please specify.

Yes No Do you have any special allergies (including allergies to drugs)? Please specify.

Yes No Are you presently taking any prescription drugs? Please specify. (Note: You must take prescription medications with you in amounts appropriate for the length of stay. Prescription medications must be in their original containers, clearly marked with your name and medicine name. Be sure to take a copy of the prescription with you in your carry on bag.)

Yes No Do you have any speech, hearing, or eyesight impairments? Please specify.

Yes No Is there any additional information regarding your participation in this study abroad program that it would be helpful for the College to know? If yes, please explain.

I certify that all responses on this form are true and complete. In addition, I agree to notify the H-SC International Studies Office of any relevant changes in my health and/or academic/disciplinary status that occur prior to the start of the program.

In accordance with the *Family Education Rights and Privacy Act* (FERPA) of 1974, I hereby release the information contained in my study abroad application, letters of recommendation, and transcripts to the H-SC International Studies Office for review and approval of my study abroad application.

I also grant permission for access to medical, disciplinary, and counseling files that have a bearing on my application and/or relevant information which might affect my ability to successfully participate in this study abroad program. I understand that this information may be shared on a need-to-know basis with faculty, staff, and other professionals reviewing program applications or participating in the program.

I agree to abide by all College regulations governing participation in this program which include, but are not limited to, those specified in the General Information handouts, this application, and in the Statement of Responsibility and General Release of Liability form.

Cancellation and Refund Policy - I understand that a signed May Term application form and payment of a \$500 non-refundable deposit constitute an agreement by the student to participate fully in the May Term program and an obligation to pay all program fees. (In particular, the student is responsible for payment of all program fees in the event that he later withdraws from the program. The student's financial obligation will be reduced by the amount of the refund, if any, that he receives upon his withdrawal from the program.) The Office of International Studies has the authorization to begin making payments to airlines, hotels, and other service providers on the students' behalf from the date of the non-refundable deposit.

Students wishing to withdraw from a May Term Abroad program must notify Ms. Cooper in the International Studies Office in Bagby Hall 315 or at 434-223-6311, as soon as the decision to withdraw is made. Notice of withdrawal must be in writing and signed by the student.

In all cases, the \$500 non-refundable deposit will be forfeited. The H-SC tuition portion of the program fee may be refundable prior to May 15, 2010. Refunds of remaining program/travel fees are dependent upon the refund policy set by airlines, housing providers, transportation carriers, and other service providers. However, the College expends most program funds well in advance of the start of the program, and consequently, students should not expect a refund of any program fees if they withdraw from the program for any reason.

Applying for and receiving refunds are often lengthy processes and sufficient time must be allowed to follow established procedures. This refund policy applies to all participants in the program. In particular, students who withdraw from the College or who are suspended from the College (for academic reasons or violations of the Honor Code/Code of Student Conduct) prior to or during the program are subject to this policy.

Student Name (Please Print)

Student Signature

Date

Contact: Mary Cooper
Office of International Studies
Bagby Hall 315 – Box 605
434-223-6311 – mcooper@hsc.edu

Hampden-Sydney College

Office of International Studies

Statement of Responsibility, Assumption of Risk and Liability Regarding May Term Abroad Programs

The signatures below indicate that all parties have read and fully understand the information pertaining to the study abroad program in which this student will participate and which is offered through the Office of International Studies at Hampden-Sydney College.

I, _____, a student (the "Student") at Hampden-Sydney College
(the "College") and _____, my parent(s) and/or legal guardian(s) (the
"Parent/Guardian"), understand, acknowledge and agree to the following:

Participation in the College's Study Abroad Program (the "Program") is not required as part of the Student's academic or other responsibilities at or to the College and that the Student's participation in the Program is voluntary and solely for the Student's benefit; in particular, that although credits earned in the Program satisfy certain of the College's proficiency, distribution, or major requirements for graduation, participation in the Program is not required in order to satisfy these requirements.

The College will make available a program director (the "Program Director") to the Student in connection with the Program who, among other matters, may arrange and coordinate housing, arrange excursions and social events, and in the event of an accident or illness, will use his or her discretion to attempt to arrange for adequate medical treatment of the Student.

Academic Responsibilities

The undersigned agrees that he will attend all classes, take all examinations, do all assigned work during the course of the Program, and agrees that he will maintain an adequate standard of academic work as defined by the Program Director. Student participation is required in all visits, excursions, and trips scheduled by the Program Director. Student participation is mandatory in the Pre-Departure Orientation sessions scheduled by the Office of International Studies.

Behavioral Responsibilities

The undersigned agrees to behave in a manner consistent with the Hampden-Sydney College Honor Code and Code of Student Conduct. Behavior that is considered destructive to themselves or other program participants, to the Program as a whole, or offensive within the host culture, will be met with strict disciplinary action. Behavior that is disrespectful of the host family or destructive in student housing will not be tolerated. Inappropriate behavior is cause for dismissal from the Program. Costs associated with sending students home for disciplinary reasons will be borne by the Student and/or Parent/Guardian.

Responsibility During Free Time

The Student understands and agrees that during free time within the period of the Program and after the Program, that independent travel and housing costs will be at his own expense. The Student will inform the Program Director of his travel plans and understands that neither the Program Director, the College or its staff are responsible for him while traveling independently during such free time.

Legal Issues

Students are expected to be aware of and adhere to the laws of the host country, including the laws governing use or possession of illegal drugs. The undersigned acknowledges and understands that should he fall into legal problems with foreign nationals or government jurisdictions of the host country, he will attend to the matter personally with his own personal funds. The College does not guarantee what, if any, assistance it can provide under such circumstances. The College strongly discourages Students owning or operating vehicles during this Program, and assumes no financial responsibility for legal aid, or for the care of the Student if he is involved in an accident while operating a motor vehicle.

Authority of Program Leaders

The program leader acting on behalf of the College reserves the right to terminate your participation in the Program for any reasons including, intemperate use of alcohol and, particularly public intoxication; acts of violence such as fighting, assault or harassment; participation in black market activities; disobedience of any host country laws; or any action inconsistent with the H-SC Code of Student Conduct or the H-SC Honor Code.

Political Unrest

The Student and Parent/Guardian are aware of current international tensions and the possibility of terrorist activities currently being threatened and carried out around the world, and that citizens of the United States traveling or residing abroad are potential victims of such attacks whether or not such attacks are actually aimed at citizens of the U.S. While in the host country, Students must refrain from political activity for their own safety and may not participate in political demonstrations, join political parties or unions, or take part in soliciting political material or picketing.

Medical Issues

Students traveling on H-SC led programs must purchase a mandatory medical insurance policy which is part of the Program cost. A copy of the policy details will be provided to each Student and Parent/Guardian. Basically, the policy covers Students from the date of departure through the date of return for usual and customary charges for medical treatment resulting from injury or sickness. It does not cover expenses incurred for injuries resulting from the use of alcohol or any drugs unless prescribed by a physician.

The undersigned is aware that there are certain risks inherent in international travel and that the College cannot assume responsibility for all or certain activities of the Student. The Student is responsible for his personal medical needs and must have consulted with a medical doctor about these needs while traveling abroad. In the event an emergency develops which necessitates the administration of medical care, hospitalization or surgery, the Parent/Guardian authorizes the Program Director or other agent of the College to secure treatment on behalf of the Student. Parents/Guardians will be notified of the emergency as soon as reasonably possible.

Travel Matters

The College and/or the Program Director have the right to change, alter, delete or modify the itinerary previously published as part of this Program as deemed necessary. The undersigned understands and agrees that in the event he becomes detached from the group, fails to meet a departure bus, train, or flight, or becomes sick or injured, the undersigned will bear all responsibility to seek out, contact, and reach the group at its next available destination; and, the undersigned understands that he will bear all costs attendant to contacting and reaching the Program site.

The College cannot assure that travel arrangements will be without certain disruption caused by weather, strikes, terrorist attacks or incidents, war or other civil, national or any other violent or non-violent disturbances. The undersigned agrees to grant a full and complete release to the College and its employees, agents, successors and assignees, from any and all claims, demands, losses, expenses, irregularities, rights and causes of action, of every kind and nature, known or unknown, foreseen or unforeseen, direct or indirect, arising from or by reason of any and all bodily or other personal injuries, accidents, sicknesses, illnesses, diseases, medical treatments or any other injury or loss in any manner resulting from or to result from, arising out of, or in any manner connected with the Student's participation in the Program. If due to weather, flight schedules or other uncontrollable factors which would cause the Student to spend additional nights, the College will not be responsible for hotel, transfers, meals, or other expenses. Trip cancellation and interruption protection insurance may be purchased by the individual student at his own expense. Baggage and other personal property is the sole responsibility of the Student and students may purchase "lost luggage" insurance at their own expense.

Disciplinary Actions

Failure to meet the responsibilities listed above will result in disciplinary action that may include reduction in course grade, punishment under the H-SC Honor Code and/or the Student Code of Conduct, and/or expulsion from the program.

Student's Agreement

I understand that as a Hampden-Sydney College student, I will be viewed as a representative of my country and the College. It is my intention to act as a good-will ambassador and conduct myself in a fitting manner. I have read the above statements and agree to follow them, as well as any rules and guidelines specific to this Program as established by the Program Director or other professors/leaders.

Student Name (Printed) _____ (Signed) _____

Date _____ Name/Location of Program _____

As the Parent/Legal Guardian of the Student whose signature appears above, I have read and understand the conditions outlined above, have given my child/ware permission to participate in this Program, and agree to be bound by the conditions outlined above as if I myself had signed the above.

Signature of Parent/Legal Guardian _____ Date _____

Hampden-Sydney College
Office of International Studies

May Term Abroad Emergency Contact Form

Complete and return to the Office of International Studies Bagby 315 or Box 605

Full Name _____

Campus Box _____ Cell Phone _____ E-mail _____

Date of Birth _____ Passport # _____

Father's Name _____

Address _____
Street/Apt # or PO Box _____

City – State – Zip _____

Home Phone _____ Cell _____ Business _____

Email Address(es) _____

Mother's Name _____

Address _____
Street/Apt # or PO Box _____

City – State – Zip _____

Home Phone _____ Cell _____ Business _____

Email Address(es) _____

Please provide emergency contact other than parent

Name and relationship _____

Address _____
Street – Apt # or PO Box _____

City – State- Zip _____

Home Phone _____ Cell _____ Business _____

Email Address(es) _____

Allergies (including food, drugs, animals, plants) _____

Prescription drugs _____

Special dietary needs _____

Where can you be contacted the week before leaving for the May Term Abroad? _____
