



ST. PETERSBURG COLLEGE STUDY ABROAD PROGRAM
Participant Agreement
Terms, Conditions, and Authorization

Initializing each section of this document indicates your acceptance of the Terms and Conditions of Participation in the Study Abroad program. Please read it carefully, then sign and date it when you have finished.

Fees and Payments

I agree to pay all deposits and fees. I understand that the cost of the program is based on the current rate of exchange, airfares and operating costs and may be subject to change to reflect any subsequent increases in costs. (*initial*) _____

I understand that I am responsible for costs including, but not limited to, passport and visa fees, round-trip airfare, in-country accommodations, in-country transportation while abroad, meals, local guides, activities, entrance fees to museums and historical sites which are designated in the course work, personal expenses, any reimbursement for missed travel connections or delays, any expenses incurred on behalf of a participant for medical or other reasons, applicable tuition charges and program fees. I understand that some of these costs may be included in a travel package while other costs are my responsibility to pay separately. (*initial*) _____

Mandatory Medical Insurance and Participant's Eligibility

I understand that possession of health and accident insurance is required to make me eligible to participate in the program.

I agree to purchase insurance coverage from **MEDEX** at least 10 days before departure and agree that such coverage will be confirmed by the International Programs Department to make me eligible to participate in the program. (Specific instructions for purchase will be provided by the International Programs Department upon acceptance into the program.)

Coverage must be valid outside the U.S. with a benefit limit of at least \$100,000 to cover accident and sickness, emergency medical evacuation, and repatriation. I understand that insurance may not cover every occurrence and that it is my responsibility to review the insurance coverage and determine if I desire to purchase additional coverage. (*initial*) _____

Medical Care

I agree to get all vaccinations and inoculations required by the U.S. Centers for Disease Control (CDC) (<http://wwwn.cdc.gov/travel>) and the host country, and to obtain any certificates of verification from the health care provider that are needed for entry into the host country. I understand that the Study Abroad program strongly encourages each participant to receive the inoculations recommended by the CDC and his or her physician to protect travelers from illnesses present in a host country. (*initial*) _____

I agree to be fully responsible for any expenses connected with such medical care or treatment, and agree to release and hold harmless the faculty-in-charge and St. Petersburg

College from any and all resulting liabilities and expenses. I understand that medical care and medicine in the host country may not be readily available nor of a quality comparable to that available in the U.S. I will exercise caution and common sense at all times to avoid injury, illness and disease. *(initial)*_____

MEDICAL CONSENT AND AUTHORIZATION

I understand that St. Petersburg College is not obligated to attend to any of my medical needs, and I assume all risk and responsibility therefore. If I require medical treatment or hospital care in a foreign country during the program, the college is not responsible for the quality of care, or expense of such care or treatment.

I agree that the college may take any action it considers warranted in a given circumstance regarding the health and safety of students and that treatment on my behalf may be secured by the faculty-in-charge of the program.

I hereby authorize the college and its representatives to procure all necessary medical assistance and authorize medical personnel to take action that is reasonably necessary to treat any illness or injury that occurs during my participation in the program. I consent to the disclosure of medical information and/or treatment records to the extent necessary to assist in the provision of medical treatment or care on my behalf.

Printed Name: _____ SPC ID#: _____

Signature: _____ Date: _____

Students who are under 18 years old must have this consent and authorization signed by a parent or legal guardian.

Printed Name: _____
(Parent or legal guardian)

Signature: _____ Date: _____

Emergency Contact Telephone: _____

Program Changes, Withdrawals and Refunds

I understand that the program, itinerary and schedule are subject to change or cancellation at the discretion of the College or its partner host institution at any time, and that the college reserves the right to make changes, modifications and substitutions to the itinerary. I understand that the cost of the program is based on the current rate of exchange, airfares, and operating costs and is subject to change to reflect any subsequent increases in costs, and that refund policies will be modified if a decision is made to cancel or modify the program.*(initial)* _____

I understand that if I leave or am dismissed from the program for any reason, there will be no refund of fees already paid, and that I am responsible for any and all costs incurred from withdrawing or being dismissed from the program before its completion for any reason.
*(initial)*_____

Student Rights and Responsibilities

I understand that I am applying for participation in the Study Abroad program and have the opportunity to be granted academic credit for my participation. I further understand that I will be afforded rights granted students pursuant to the Board of Trustees' Rules and Procedures, and that I also will be subject to all policies and procedures as may relate to student behavior and academic honesty. Further, if I am a dual enrolled high school student, I understand that this is a program of St. Petersburg College, and as such I will be subject to the control of the College during the program. *(initial)* _____

I understand that I am responsible to take reasonable steps to consider my own health and safety. I also understand that any independent traveling undertaken before, or at the conclusion of the program, or undertaken during a break when program activities are not scheduled, will be at my own expense and risk. For purposes of these terms and conditions, the Study Abroad program will determine when each program officially begins and ends. *(initial)* _____

I agree to abide by all rules and directives given concerning in-country travel, and understand that I will not be permitted to drive or rent a vehicle during the program. I further agree to honor and abide by the directives of the faculty-in-charge concerning traveling in groups or using the "buddy system," as well as operating under a curfew. I understand that all housing arrangements will be approved by the International Programs department, and that I have the right to request a housing reassignment where such is deemed appropriate and will not hinder the operation of the program. *(initial)* _____

Student Code of Conduct

I will attend pre-departure orientation regarding the student code of conduct and related matters. *(initial)* _____

While abroad, I agree to comply with the College's rules, standards and instructions for student behavior as outlined in the Board of Trustees Rules, (<http://www.spcollege.edu/central/botrules/>), on the Student Rights Web page, (http://www.spcollege.edu/webcentral/catalog/Current/student_rights.htm), and in the SPC Student Planner and Handbook available at the counseling center on each campus. I will conduct myself in a manner that shows respect and consideration for program participants, instructors, guides and hosts. I understand that if my behavior is deemed detrimental or disruptive to the functioning of the program, or if I exhibit inappropriate sexual behavior or harassing behavior towards any person, I may be subject to disciplinary action or dismissal from the program. *(initial)*_____

I understand that the possession and consumption of alcoholic beverages are prohibited (BOT Rule 6Hx23-4.33) and that absolutely no alcohol is permitted. I will not possess or use alcoholic beverages during the program and understand that if I violate this policy I may be subject to disciplinary action or dismissal from the program. *(initial)* _____

I understand that the use, possession, sale, barter, exchange, gift, distribution or other transaction of any illegal drugs or controlled chemical substances or their chemical counterfeits are prohibited (BOT rule 6Hx23-4.33). I will not possess, use, sell or purchase any illegal drugs or controlled substances and understand that if I violate this policy I will

be subject to disciplinary action or dismissal from the program. Further, I understand that I may also be subject to severe penalties under the laws of the host country regarding illegal drugs which would include fines, imprisonment and deportation. (*initial*) _____

Student Discipline and Appeals

I understand that the BOT Rules and Procedures pertaining to disciplinary action may need to be modified to accommodate the nature of international travel, and such modification may be facilitated as follows: (*initial*) _____

Violations of a non-serious nature: If the recommended action is a reprimand, probation or restriction (such as housing reassignment), the faculty-in-charge may initiate summary disciplinary proceedings pursuant to BOT Rule 6Hx23-4.35. Restrictions may remain in place for a specified period or for the duration of the program. An appeal of such actions may be brought within 10 working days of the program's completion.

Serious violations warranting suspension or dismissal: If the recommended discipline involves suspension or dismissal from the program, the faculty-in-charge may take corrective action immediately (e.g., reprimand, restrictions, etc.) and/or recommend suspension or dismissal to the home campus to commence at a future date.

Serious violations warranting immediate dismissal from the program: If it is determined that student conduct may warrant immediate suspension or dismissal from the program, or the behavior alleged is listed in BOT Rule 6Hx23-4.33.III, the faculty-in-charge may, after consultation with the college administration, institute immediate suspension. A modified hearing process will be provided within 24 hours. If at the conclusion of the hearing dismissal is still recommended, the suspension will continue and the student will be released to return home at his or her own expense. The matter may be referred to the Disciplinary Board for a hearing pursuant to the provisions of 6Hx23-4.35, at a reasonable time after the student has returned home.

Academic Requirements

I understand that to earn SPC credit I must maintain the same standard of academic work as would be required on my home campus. I will arrive on time for classes, participate in required meetings, including orientations and debriefings, and cultural excursions, and will follow the program schedule as set forth by the faculty-in-charge. I will not cheat in any form and understand that my failure to comply with this commitment may result in disciplinary action, up to and including expulsion from the college. (BOT Rule 6Hx23-4.461). (*initial*) _____

I understand that early withdrawal or dismissal from the program may result in an academic penalty, and that the time period allowed for a timely appeal of an academic nature or student grievance pursuant to the Board of Trustees' Rules and Procedures may commence upon the program's completion. (*initial*) _____

Host Country Laws and Conditions

While abroad, I agree to abide by the laws and standards of the host countries and institutions and other countries to or through which I will travel. I solely will be responsible for any legal problems I encounter with any foreign nationals or the government of the host

country and understand that the College is not responsible for providing any assistance under such circumstances. *(initial)* _____

I understand that each country has its own standards of acceptable conduct, including dress, manners, morals, politics and behavior, and that acting in a way that violates those standards could harm the College's relations with the host countries and institutions as well as my own health and safety. I will conduct myself in a manner that shows respect and consideration for the host country's standards. I understand that if my behavior is deemed detrimental, disruptive or offensive to the host culture, I may be subject to disciplinary action or dismissal from the program. *(initial)* _____

I understand that services taken for granted in the U.S., including medical care and medicine, may not be readily available nor of a quality comparable to that available in the U.S. I understand that while in-country program hosts will try to accommodate special requirements (such as meals), I should not expect the same level of ability to meet such requirements or provide special services as in the U.S. I agree to make an effort to adapt to the host culture and customs to the greatest extent possible. *(initial)* _____

I have read, I understand, and agree to the terms and conditions of participation in a Study Abroad program as described above, and have executed the medical authorization and consent.

Printed name: _____ SPC ID#: _____

Signature: _____ Date: _____

Study Abroad Program: _____

If a student is under 18, a parent or guardian must read and sign this agreement, including the medical consent and authorization form.

Printed name: _____

(Parent or legal guardian)

Signature: _____ Date: _____

St. Petersburg College is dedicated to the concept of equal opportunity. The college will not discriminate on the basis of race, color, religion, sex, age, national origin, marital status, or against any qualified individual with disabilities, in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this rule, the college will not tolerate such conduct. Should you experience such behavior, please contact the Director of EA/EO at 727-341-3261; by mail at PO Box 13489, St. Petersburg, FL 33733-3489; or by e-mail at eaio_director@spcollege.edu.