

**EMORY & HENRY COLLEGE
OFFICE OF INTERNATIONAL EDUCATION
CONDUCT POLICY FOR EXPERIENTIAL COURSES**

Due March 1 or other specified date of academic year prior to course offering: All applicants for experiential trips are asked to review and sign the following statement, which constitutes conditions for participation in all Emory & Henry College International programs.

1. I understand and agree that as a participant in an Emory & Henry College International Program (including experiential courses), I am bound by the Emory & Henry College Honor Code and student handbook. I agree to conduct myself with dignity, maturity, and respect for the place I am visiting as well as for Emory & Henry College, which I represent. I also understand that additional rules and procedures may apply to the specific trip I am taking.
2. I understand that I am subject to the laws of the host country and agree to abide by those laws. It is further understood that Emory & Henry College may be limited in its ability to provide assistance in the event of arrest and may also institute disciplinary proceedings.
3. I will attend pre-departure orientation sessions and listen carefully to what is expected of me.
4. If I do not participate fully in the pre-departure session(s), which includes keeping up with readings, completing all assignments, etc., I understand that I will not be able to take part in the experiential course. I also understand that if I do not meet these requirements and my participation is terminated, I may lose any non-refundable money that has been spent to pay for travel or program fees.
5. I agree to participate fully in all portions of the program and agree that any deviation I will make from the program design must be approved in advance in writing by the Director of International Education and/or the course leader.
6. I agree that the Director of International Education, upon the direction of the course leader, may terminate my participation in the program if
 - a. I engage in actions that endanger myself or others and/or
 - b. My conduct is considered to be detrimental or incompatible with the best interest and welfare of the program.I further agree that if expelled from the program, I will be responsible for all expenses incurred in returning to the United States or home location.
7. I am aware of the nature and the cost of the program and will guarantee that all financial obligations will be met. I understand that for the _____ course, the cost is _____ and a non-refundable deposit of \$500 is due by March 1 prior to the academic year of the course offering. If I choose to terminate my participation the program, I can receive a \$50 refund if I notify the Office of International Education by April 15 prior to the academic year of the course offering. After April 15, any program fees that I pay will be non-refundable as travel arrangements may already be made and my account will be billed for the remainder of the travel costs.
8. I agree to notify the trip leader if I plan extended travel during the program. Where possible, I will provide details of the proposed trip, including plane, bus, and train schedules.
9. I understand that Emory & Henry College reserves the right to cancel programs in the case of insufficient participation or for other reasons deemed appropriate. Emory & Henry College also reserves the right to make changes to the program or alterations in the program's proposed schedule and itinerary. I further understand that should the program, or any portion of the program, be canceled, Emory & Henry College shall have no responsibility beyond the refund of all deposits made and monies paid to Emory & Henry College by participants. Minor alterations will not result in a loss of funds.

By signing my name below, I demonstrate that I have read and understood the conditions governing my participation in Emory & Henry College Experiential Programming. I further understand the possible actions that will be taken should I act in a manner that is inconsistent with these conditions.

Signature of Student: _____ Witness: _____

Printed Name: _____ Date: _____

SIGNATURE OF PARENT(S) OR GUARDIAN(S) REQUIRED IF UNDER THE AGE OF 18

Signature of Parent/Guardian: _____ Witness: _____

Printed Name: _____ Date: _____

Signature of Parent/Guardian: _____ Witness: _____

Printed Name: _____ Date: _____