

## **Colgate University Office of Off-Campus Study**

### **Extended Study Participant Agreement**

**Please review this legal agreement carefully to ensure that you understand what you are signing.**

Name: {NAME}

Date: {CURRENT DATE}

Off-Campus Program: {PROGRAM NAME}

Term: {TERM} Year: {YEAR}

Extended Study Location: {LOCATIONS}

### **Colgate University Extended Study**

I have been admitted to participate in the above-named Colgate University (Colgate), faculty-led, Extended Study, a short-term travel component of a Colgate on-campus course. The Extended Study will travel to the international or domestic (U.S.) destination named above. I acknowledge receipt of the admissions letter and other academic and informational materials detailing this extended study. I agree to follow all rules, standards and regulations of this extended study that I am subject to at Colgate (including the Student Handbook), as well as laws of the U.S. state or city or sovereign country, where we travel.

### **Extended Study Costs**

I have reviewed the Extended Study Cost Estimate sample available to me on the Off-Campus Study website and understand what additional costs I will be responsible for.

If I am a financial aid recipient, I will make an appointment with Colgate's office of financial aid to understand how my aid package will contribute to the additional costs of my extended study and when those funds will be made available to me for use on my extended study.

If I do not currently receive financial aid, I understand that I may contact financial aid to review what options are available to me and to my family.

### **Living Arrangements**

I understand that I will stay in a hotel or hostel and will share a room with 1 to 2 other students while participating in or on the extended study.

### **Rules and Regulations of Extended Study**

I understand and agree that Colgate University and its employees and agents shall have the right to enforce appropriate standards of conduct and that Colgate may, at any time, terminate my participation in the extended study in the event of any failure to comply with the Standards of Conduct [Colgate Student Handbook]. If I am dismissed from the extended study, I agree to return to the United States or to my home country, at my own expense.

While traveling off campus, I agree to represent Colgate as an ambassador in the extended study location(s) by exhibiting positive behavior, treating people of the host community with respect and following the stated academic and conduct rules of the extended study. In addition, I have read the Off-Campus Study policies and agree to abide by all rules outlined in that document (see below) and the rules of the Colgate' student handbook. Because the Extended Study program is directly tied to the content and understanding of the on-campus course, I agree that my participation will depend on remaining in good standing in that on-campus course. I agree that my continued participation in this extended study will depend on my participating in several mandatory meetings in the semester preceding departure. I understand that failure to maintain good academic and disciplinary standing throughout the semester will result in my dismissal from the extended study.

### **Responsibility for Immigration and other Documents**

If I am admitted to an international extended study, I understand that it is my responsibility to have a valid passport which must be valid for at least six months past the extended study end date. I understand I may be required to obtain a student visa prior to departing for my extended study and that I am responsible for obtaining this document. Although OCS provides basic immigration document instructions, Colgate cannot be responsible for delays, changes to requirements, or denials made by the foreign government nor does Colgate have any control over visa issuance. Colgate University has no ability to issue visa documents on behalf of another government. Students whose documents are not in order prior to departure will not be able to participate.

Furthermore, I understand that there could be requirements for COVID-19, like being vaccinated, that might remain in effect in other locations even after these requirements have expired in the United States. If COVID-19 rules remain in effect, I agree to comply with them and understand that Colgate University has no control over the border requirements of any other country. I understand that if I have a medical or religious vaccine exemption that is recognized by the United States, it may not be recognized by a foreign government.

### **Health and Safety**

I understand and acknowledge that I am fully responsible for my personal health and safety while studying off-campus. As such, I acknowledge that I have consulted the [State Department Consular Information Sheets and Travel Warnings](#), related to my intended destination, and the Centers for Disease Control (CDC) at <http://www.cdc.gov/travel/>.

I have consulted my medical doctor and/or Colgate University Student Health Services, with regard to my medical needs and about potential health issues related to the off-campus site. Having done this, I have concluded that there are no health-related reasons or problems that preclude or restrict my participation in this off-campus program. I further understand that prescription medications available in the United States might not be available at my destination and that some types of medications acceptable for use in the state of New York, may not be permitted in other U.S. states or countries. It is my responsibility to review these rules with the appropriate government authority before traveling.

I acknowledge that there are dangers and potential health risks associated with extended study programs and academic travel. Despite the extensive instructional process of pre-departure training, individual mentoring and guidance, the University cannot anticipate all risks or conditions in another location. Colgate University is not responsible for health risks, injuries, damages or loss beyond its direct control.

### **International Extended Study & Mandatory Travel Insurance**

I understand that Colgate University will enroll me in and bill me for mandatory international travel health insurance for study and travel outside the United States. The insurance covers hospitalization, mental health care, emergency medical evacuation and routine medical care. Recognizing that unexpected medical emergencies often arise, I understand and acknowledge that, in the event of illness or injury, the off-campus faculty director may, but shall not be obligated to, aid in arranging for my treatment by a physician at or in the vicinity of the off-campus program site. I also understand that I may have to pay all medical bills while on site and arrange for reimbursement through the Colgate insurance carrier. I acknowledge that Colgate University advises students to continue their U.S.-based coverage for medical needs overlapping departure and return from education abroad.

If an illness or injury necessitates my evacuation from the off-campus site, Colgate has purchased group insurance that will cover the cost of such evacuation and/or my repatriation. If this is deemed necessary, the off-campus faculty director in conjunction with the Office of Off-Campus Study/International Programs will aid in arranging the evacuation/repatriation details. I acknowledge that the cost of this coverage is part of my off-campus program fees.

### **Domestic Extended Study Insurance**

I understand that if I am enrolled in a U.S.-based extended study program, I must demonstrate medical insurance coverage – either by continuing to maintain the health insurance authorized by Colgate University or purchasing the medical insurance available through Colgate University. I have consulted my health insurance provider and can confirm that I have, or intend to obtain, such insurance coverage while on this off-campus program and will provide my insurance coverage details on the Confidential Medical Report.

I acknowledge that identifying coverage with healthcare providers available while participating in the extended study in another location in the United States, is my responsibility.

### **Colgate University Extended Study Costs**

I agree to pay the non-refundable \$450 deposit to participate in and commit to the extended study after admission.

I understand that if this is a financial hardship, I can request a waiver of this amount through the financial aid office. I further understand that subsequent to obtaining the payment waiver, should I withdraw voluntarily from the program after committing to it, I will be required to pay the deposit.

### **Responsibility and Personal Conduct**

I understand that all students studying off campus through a Colgate University Off-Campus Study program are subject to the policies, rules, and standards of student conduct in the *Colgate Student Handbook*. While students are expected to maintain the same standards of behavior off campus as they are held to on campus, they are also required to respect and abide by the laws and customs of the host country (which may be significantly different than those prevalent in the student's home country).

I understand that safety and security concerns, and/or local conditions or customs in the other countries may dictate that the faculty director impose additional rules or standards to ensure my safety and the running of the program. By accepting a place in this off-campus program, I agree to abide by all such standards and rules set by the faculty director, Colgate University and the program provider, if applicable. I understand that I am subject to the rules and regulations of all of these entities.

I understand that no faculty member is responsible for my behavior while participating in an off-campus program.

I understand that if my conduct is determined to be detrimental to the safety and well-being of me or other students participating in the program, or to the running of the program, I may be required to withdraw from the program with no refund of fees and take responsibility for transportation costs to my home in the United States or to my home outside the United States. Such a decision will be made by the faculty director in consultation with the Director of Off-Campus Study and the appropriate campus representatives at Colgate. I may be referred to the appropriate Colgate officials for further disciplinary or other action.

### **Withdrawal**

In the event that I must withdraw from the extended study prior to departure, I understand that I will be subject to the Colgate refund policy. I understand that I might be responsible for payments made on my behalf following commitment to the extended study in addition to forfeiting my \$450 extended study deposit.

### **Modifications to and/or Cancellation of Program**

Colgate University reserves the right to cancel or modify the program in the event of an emergency or change in conditions, or as it may deem to be in the best interest of the program.

### **Acknowledgement and Assumption of Risk**

I understand and acknowledge that this international or domestic extended study will/could expose me to many risks associated with travel and participation in the off-campus educational program. I understand that Colgate University cannot control these risks. Some of these risks include: dangers inherent to traveling to and within, and returning from, one or more foreign countries or various U.S. urban and rural locations, difficult terrain and inclement weather; inadequate or unhealthy food and/or water supplies; accidents or collisions involving various modes of conveyance; acts of terrorism, vandalism or war; storms, earthquakes or other natural disasters; government and/or cultural restrictions; theft or other criminal acts; and accident or illness in remote locations with little or no access to adequate medical facilities. These risks and hazards may result in serious personal or bodily injury, sickness or death, and damage to, or loss or destruction of property, and no guarantee can be made that Colgate or others will be able to provide assistance if any of the foregoing were to take place. I also understand and acknowledge that while studying off-campus, I may experience risks and/or differences relating to educational systems, academic expectations, recognition of civil and/or religious rights, lack of accessibility and accommodations for persons with disabilities, alcohol and drug use, relationships and gender issues. By choosing to participate in a Colgate University Off-Campus Study program I assume all risks inherent to the program (including those listed above and any other risks that may exist, whether or not presently foreseeable).

### **Release**

I acknowledge and agree that I am responsible for understanding the nature, extent and duration of the program and all associated activities. I also hereby release and forever discharge Colgate University and its trustees, officers, agents, employees, contractors, and students from, and agree not to sue them for, any and all claims, demands, liabilities, rights and causes of action of whatever kind or nature, including but not limited to those arising out of personal or bodily injury, death, or

property loss or damage, resulting from my participation in, or in any way connected with, this program (including without limitation claims, demands, liabilities, rights and causes of action arising out of the negligent acts or omissions of any or all of the aforementioned persons/entities or others).

I have read, understand, and agree to abide by the terms of this Agreement. I understand and agree that this Agreement is to be as broad and inclusive as is permitted by the laws of the State of New York, and that if any portion of this Agreement is held invalid, the remaining terms shall continue in full force and effect. This Agreement shall be binding upon me, as well as my successors, personal representatives, heirs and assigns.