

# USF Education Abroad Independent Programs Terms & Conditions

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## Program Sponsorship

I understand that my program of choice is not organized or sponsored by the University of South Florida. While USF may recognize and approve the program, and academic advisors may deem the academic portion of the program credit-worthy, USF is not involved in the development and implementation of the program, in the academic delivery of the program, nor can we guarantee the quality or level of service with regard to in-country and pre-departure services. I understand that USF faculty and staff will not be accompanying me on the program and that any questions or concerns relating to the program should be addressed directly to the program provider. I understand that it is my responsibility to apply to the foreign program independently.

Further, through my electronic signature, I authorize the program provider to release information to the USF Education Abroad Office (EAO) regarding any aspect of my participation in my program of study.

## Insurance

**Independent Programs:** I understand that students traveling on a non-USF sponsored program are strongly encouraged to purchase the USF Education Abroad's International Health and Accident Coverage through CISI. USF's International Health and Accident Coverage provides extensive and comprehensive coverage and services. Should I elect alternative coverage, I understand that USF Education Abroad will be limited in the assistance it can provide to me while I am abroad. Further, I understand that in the event of an illness, natural or man-made disaster, the cost of medical care, evacuation and repatriation may be in excess of \$50,000.

**Independent pre-or post program travel:** I understand that USF's International Health and Accident Insurance Coverage is only for the dates of the program; by signing this form, I acknowledge that it is my responsibility to obtain separate coverage for independent travel outside the dates of the program.

**Travel Insurance:** I understand that Education Abroad strongly recommends the purchase of travel insurance to cover transportation cancellation/rescheduling fees, travel disruptions, lost luggage and the like.

## Conduct

**Cultural Sensitivity:** I understand that I must conduct myself in a manner that shows respect and consideration for the host foreign country. Further, if my behavior is deemed detrimental to the functioning of the program or offensive to the host culture, I will be subject to dismissal from the program. Certain programs and locations may require significant modifications of my behavior: particularly related to alcohol use, clothing, personal expression, demeanor, and public behavior. I understand that I must adhere to the specific program requirements as outlined by the Education Abroad Office, the Program Provider, and host institution.

**USF Student Code:** I understand that for the full duration of the program, I am responsible for compliance with all conduct regulations of the University of South Florida as indicated in the USF Student Code of Conduct. Infractions of the Student Code of Conduct may subject me to dismissal from the program, as well as referral to the Office of Rights and Responsibilities.

**Attendance:** I understand that I must attend all program activities as required by the program provider. I understand that I must arrive in a timely fashion, and that if I am separated from the group, it is my financial responsibility to secure alternate transportation to the next available destination.

**Alcohol Misuse:** In other countries, the sale of wine, liquor, and other alcoholic beverages may not be restricted. I understand that I am expected to exercise personal responsibility and limit my use of such beverages. Further, I understand that misuse of alcohol is one of the leading causes of injury to, and arrests of, US students studying abroad. As outlined in The EAO's Guidelines regarding Alcohol Misuse, I understand that I may be subject to dismissal from the program, with corresponding academic and financial penalty, for alcohol misuse.

**Illegal Drug Use:** The use of, possession, or commerce in illegal drugs of any form is in violation of the USF Student Conduct Code and in most cases, a violation of the laws of the host country. If I am found with any illegal substances, I may be immediately dismissed from the program.

**Violation of Local Laws:** I understand that I do not enjoy the protections of the US Constitution and legal system while abroad. Rather, I am subject to the laws of the host country, and infractions of the host country's laws could result in my dismissal from the program and incarceration in a foreign prison. This may include punishment for activities, which in the United States, are considered a fundamental right: expression of speech, freedom of religious beliefs and practices, etc. By signing below, I understand that I am required to familiarize myself with, and adhere to, the host country's laws and customs for my own safety and wellbeing.

**Parental/Guardian Notification:** I understand that the University of South Florida reserves the right to contact my parents or guardian in the event of disciplinary and conduct infractions, particularly those which might endanger me, fellow participants or the integrity of the program.

**Program-Specific Conduct Rules:** I understand that the Program Provider/Foreign host institution may have additional or more stringent restrictions on behavior and conduct; it is my responsibility to understand and obey these regulations as part of my participation in this program.

## Academics

**Standards and Academic Integrity:** I understand that I must maintain the same standard of academic work as would be required on the home campus. I am responsible for arriving on time for classes and required meeting and cultural excursions, and for following the program schedule set forth by the Program provider, or the foreign host institution. Further, I understand that failure to attend program events may result in academic penalty. I understand that I am also bound to the academic and conduct regulations of the host school. I understand that appropriate USF offices will be informed of any allegations of academic dishonesty made by a foreign school or Program Provider.

**Academic Standing and Notification Procedures:** Students are expected to be in good academic standing while participating in an Education Abroad program. Students on academic or disciplinary probation are not accepted into Education Abroad (EA) programs for the duration of any probationary period. Students applying for an EA program should be aware that the EA office routinely provides key USF offices the names of students participating in an international education abroad program. These offices may include, but are not necessarily limited to, Dean of Students, Registrar's Office, Academic Department, Student Affairs, Student Rights and Responsibilities, Students of Concern, Student Health Services and the Student Counseling Center.

**Transfer of Work:** I understand that USF is obligated to transfer all grades earned in a study abroad program including failing grades; these grades will be factored in to my USF GPA. USF Colleges and departments have restrictions on students taking S/U courses abroad; I understand that I must speak with my academic advisor regarding the acceptance of S/U grades.

## Financial Matters

**Study Abroad Program Cost (SAPC):** I understand that the Education Abroad Office will place a Study Abroad Program Charge on my account for administrative services related to my Independent Study Abroad program. Services include, program advising and orientation relating to the academic, logistical, financial and safety-related aspects of my chosen study abroad program. I understand that the following portions of the SAPC are **non-refundable** as outlined below:

90 days prior to the program start date: \$100

60 days prior: \$150 or 75% of the SAPC, whichever is greater

30 days prior: 100% of the SAPC is non-refundable.

**Payment Deadlines and Refund Policies:** I understand that it is my responsibility to follow all payment deadlines as outlined by my program provider. Further, I understand the program provider may have very different refund policies and it is my responsibility to understand and follow these policies.

**Withdrawal by Student:** I understand that I must withdraw my participation in a program in writing as soon as possible to both the program provider and the Education Abroad Office. I understand that depending upon the timing of my withdrawal, I may be held financially liable for a portion or all of the program fees as determined by the 3<sup>rd</sup> party provider.

**Financial Aid and Study Abroad:** If I am receiving financial aid and/or a scholarship awarded for the study abroad program, I agree to abide by all University of South Florida financial aid deadlines and policies. I understand that it is my responsibility to speak with the office of University Scholarships and Financial Aid, and to complete all necessary documentation in a timely manner. I understand that failure to comply may result in a financial penalty, delay of aid disbursement and could result in my ineligibility to participate on the program. Further, I understand that failure to complete all necessary forms and documentation can have an impact on my domestic financial aid and scholarships.

**Waivers:** I understand that I will not be able to use my tuition waiver/assistantship/fellowship toward the Study Abroad Program Cost.

**Dismissal:** I understand that I am responsible for any and all costs arising out of my dismissal from the program before its completion, including withdrawal caused by illness, disciplinary or conduct action. I understand that if I am dismissed, I will not be refunded any portion of the SAPC. Early withdrawal or dismissal may result in academic penalty as well.

## Travel and Foreign Conditions

**Cancellation/Interruption:** I understand that if the University of South Florida deems the host country or region to pose significant threat to my wellbeing and safety, I may be prevented from going, or may be required to leave the host country or region. I understand that USF will not be liable for any unused tickets, or non-refundable payments related to my cancellation of my

independent program of study. In the event I do not comply with the requirement to leave the country or region, I understand that if I remain I do so at my own risk and my decision may result in the loss of academic credit and support by the university.

**Personal Safety:** I must assume responsibility for my personal safety and conduct, and release USF from any liability. Further, I understand that I am required to attend all USF Pre-departure orientations, Program-specific orientations read and follow all pre-departure materials, and to abide by US State Department and CDC requirements and recommendations regarding travel to my foreign destination.

**Assumption of Risk in Study Abroad and International Travel:** I understand that there are unavoidable risks in travel and study overseas that may not ordinarily be encountered at home or on campus. Those risks include, but are not limited to: terrorism, war, insurrections, traveling to and within, and returning home from, one or more foreign countries; foreign political, legal, social and economic conditions; different standards of civil defense procedures, design, safety and maintenance of buildings, public spaces and conveyances; local medical and emergency services; local weather and environmental conditions

**Students with Disabilities:** I understand that it is my responsibility to discuss any special accommodations I require due to a documented disability with the program provider, the Education Abroad staff and with relevant USF administrative offices (Students with Disabilities Services, Student Counseling Center, Student Health Services) well in advance of my program start date.

**Foreign Conditions & Special Requests:** I understand that services in foreign countries (air conditioning, telecommunications, transportation, internet, utilities, health services etc.) may be less advanced or in certain cases unavailable. Further, I understand that the program provider and the in-country program hosts may not be able to accommodate certain requests (e.g. single rooms, air conditioning, dietary restrictions, etc.), and that it is my personal and financial responsibility to make any or all arrangements to accommodate my personal needs.

**Travel Documents:** I understand that it is my responsibility to obtain a passport to travel, and that I might require a visa for my study abroad program. The USF Education Abroad Office will endeavor to assist me in obtaining a visa, but it is my ultimate responsibility to obtain the appropriate visa. I also understand that USF cannot be held responsible if I am denied entry into a country.

**Release and Waiver of Liability:** I assume the risk of inconvenience and harm and release the State of Florida, the State Board of Education, The Florida Board of Education, the University of South Florida Board of Trustees and the University of South Florida, as well as the agents, employees, and members of the aforementioned from all actions, causes of actions, damages, claims or demands which I, my heirs, executors, administrators or assigns may have against any and all of the aforementioned for any and all personal injuries known or unknown which I have or may incur by participation in the above stated program and for all damages to my property. I expressly agree that the foregoing Release and Waiver of Liability and Assumption of Risk is intended to be as broad and inclusive as is permitted by Florida law and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

**I have read the foregoing entire document (3 pages) and have had the opportunity to ask questions about it. I understand it and agree to abide by it.**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date