



INTERNATIONAL STUDY POLICIES

Please read carefully and sign.

Guest's Responsibility:

With the return of this form I notify you of my acceptance of the University's offer to participate in an international study program.

1. Space Reservation Deposit: The \$500 space reservation deposit is **non-refundable** and is due 3 months prior to departure or before the trip fills up. The space reservation deposit will be applied toward the international program fees. _____ **(initial)**.
2. Airfare: The estimated international round-trip airfare is based upon students and guests traveling as a group. If you do NOT plan to travel on the scheduled flights or dates, you must notify the International Programs Assistant via email of your alternate schedule at least 90 days in advance of the beginning of the overseas portion of the program. All guests are personally responsible and liable for any additional cost of airfare and ground transportation (to and from the airports) incurred as a result of NOT traveling with the group and must be at the overseas point of arrival by the beginning of the program. _____ **(initial)**.
3. It is your responsibility to make arrangements for and cover the cost of getting from your point of departure (residence) to the Los Angeles International Airport (LAX). _____ **(initial)**.
4. Housing/Hotels: The University of Redlands has contracted with our overseas partners for housing. Room assignments will be prioritized with consideration for any special needs or requirements, (i.e., medical, disability, etc.). Please notify Khanhvy Nguyen, 909.748.8749 of any lodging limitations. Rooms and prices are based on **double occupancy**. _____ **(initial)**.
5. Your financial arrangement with the University for International Study requires payment of University of Redlands. Costs for the international study program include flights, hotel and/or ship cabin costs, tour fees, lecture fees, excursion transportation, etc. All payments will be submitted to the University of Redlands only. _____ **(initial)**.
6. All travelers must maintain primary health insurance coverage while abroad. The University is not responsible for any medical or dental expenses (including medivac) incurred by the guest while abroad. _____ **(initial)**.



INTERNATIONAL STUDY POLICIES

My signature verifies that I have read and understood the "International Study Policies" and my financial obligations as listed here.

1. I understand that I am responsible for paying the overseas program fee (flights, hotel stays, lecture series, corporate site visits, excursions, local transportation, etc.). Fees are subject to change as travel costs can fluctuate. I understand the \$500 deposit is non-refundable.
2. If I withdraw from the program, any fees, costs, or expenses advanced on my behalf by the University of Redlands are my liability.
3. I further understand that the cost of getting to and from the airport (in the U.S.) is not part of the packaged financial calculations and is at my own expense.
4. I understand that there are three Saturday Pre-Departure Sessions that I may attend as part of this program (these workshops are voluntary for guests). These sessions are typically held on the University of Redlands Main Campus.

My signature below affirms that I have read, understood, and agreed to the above statements and the International Study Policies of the University of Redlands. Furthermore, I agree to make fee payments as they become due. I also understand that if legal action is instituted to collect any amount due under this agreement, I will pay for attorney fees and other collection costs the courts find responsible.

Signature _____ Print Name _____

Date Signed _____

TO CONFIRM YOUR DECISION TO STUDY OVERSEAS, PLEASE SUBMIT YOUR SIGNED ACCEPTANCE OF INTERNATIONAL STUDY POLICIES AND YOUR STUDY ABROAD REGISTRATION FORM WITH YOUR NON-REFUNDABLE \$500 SPACE RESERVATION DEPOSIT TO: Khanhvy.Nguyen@redlands.edu (or call Khanhvy Nguyen if you would prefer to pay your deposit using a credit card - 909.748.8749)

University of Redlands School of Business
c/o Khanhvy Nguyen
Hornby Hall 209
1200 East Colton Ave
Redlands, CA 92373-0999

Space Reservation Deposit should accompany this signed form



STUDY ABROAD GUEST REGISTRATION

PLEASE PRINT AND COMPLETE IN BLUE INK AND SCAN IN COLOR TO Khanhvy.Nguyen@redlands.edu

Guest/Alumni

Please register me for the following study abroad program. Please checkmark your selection:

United Kingdom & France
(Cambridge, Oxford, London, & Paris)

South Africa
(Cape Town, Johannesburg, Pilanesberg Reserve)

Adriatic Adventure
(Croatia, Slovenia, & Italy)

Western Mediterranean
(Italy, France, & Spain)

Personal Information as it Appears on Your Passport

First Name: _____ Middle Name: _____ Last Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Emergency Contact Name and Phone: _____

DATE OF BIRTH (NEEDED FOR FLIGHT ARRANGEMENTS) _____

PASSPORT NUMBER* _____

SIGNATURE: _____ DATE: _____

Notes:

Please submit a copy of the photo page of your passport with this registration form.

Guests are welcome to attend the 3 pre-departure sessions, but they are not required to attend.

Guests are welcome to travel with students to all excursions and must be at least 16 years old (unless prior approval has been received from the School of Business). The program travel cost is the same for guests as for students.