



**ST. NORBERT COLLEGE STUDY ABROAD OFFICE**  
100 Grant Street | Bemis International Center | De Pere, WI 54115-2099 USA  
(T) 920.403.4068 (F) 920.403.4083 (W) www.snc.edu/studyabroad (E) studyabroad@snc.edu



## CONDITIONS OF PARTICIPATION

**INSTRUCTIONS: Please read the following conditions carefully prior to signing the SNC Study Abroad Application. Keep this form – do not return it to the Study Abroad Office.**

### **A. CONDITIONS OF PARTICIPATION IN SNC STUDY ABROAD PROGRAMS**

#### **ACADEMIC POLICIES**

- ◆ Study Abroad is first and foremost an academic experience. SNC students are expected to participate in their respective study abroad programs to the fullest extent of the program (i.e., orientation, classes, group trips and activities, standards of academic work and responsible conduct).
- ◆ Students may not study abroad during a semester when they are on academic or disciplinary probation.

#### **CODE OF CONDUCT**

- ◆ SNC students are expected to follow the university standards of conduct and responsibility as well as any stated codes of conduct from the host institution/agency. SNC students abroad are under the jurisdiction of the Honor System. SNC reserves the right to enforce appropriate standards of conduct and specifically reserves the right to terminate the participation of any student for failure to maintain these standards or for any actions of conduct which SNC considers to be incompatible with the interest, harmony, comfort or welfare of participants.
- ◆ In particular, either possession/consumption of controlled substances (by U.S. definition or that of any other country visited) or alcohol impairment/abuse may result in immediate termination from the program. Participants are expected to act responsibly at all times.
- ◆ If any participant should have his or her participation terminated in accordance with conditions above, then SNC shall have the right to require the participant to leave the program without refund of tuition or other charges.
- ◆ I understand that during free time within my study abroad program, my absence from my study abroad classes or group activities, and during my independent travel, neither SNC nor my host staff are responsible for me and/or my actions.
- ◆ I understand that as an American citizen (or foreign citizen) in another country, I will be subject to the laws of that country. I agree to conduct myself in a manner that will comply with host country laws and with the regulations of my host university and/or program. I understand that my host university and/or program has the right to terminate my participation in the program if, in the judgment of my hosts, my conduct is unacceptable and/or disruptive.

## **COSTS & PAYMENTS**

- ◆ I understand that I am solely responsible for all costs incurred by and related to my voluntary participation in my study abroad program.
- ◆ I understand that I am solely responsible for any and all costs (cancellation fees, tuition deposits, housing deposits, etc.) assessed by the program provider arising out of my own voluntary or involuntary withdrawal from the study abroad program from the date of acceptance to its conclusion, including withdrawal caused by illness, disciplinary action or unpaid balance on my SNC account.
- ◆ I understand that if my SNC Bursar Account is not current I will be prohibited from studying abroad and will bear all costs associated with withdrawing from my study abroad program.

## **B. STUDY ABROAD HEALTH & INSURANCE INFORMATION**

### **MEDICAL CONDITIONS**

SNC recommends that all students get a thorough physical examination before participating in study abroad. Discuss with your physician your intent to study abroad and get advice for managing your physical and emotional health while in another country. Describe your health condition (allergies, medications, disabilities, psychological treatment, dietary requirements, and medical needs) with your physician, and seriously consider the appropriateness of your participation in study abroad in your chosen host country.

#### ***Actions:***

1. If you have any medical or psychological condition that may require attention while you are abroad, discuss this with your physician before going abroad.
2. If you have prescription medications, check with the consulate of your host country to see if your medications are legal and available in the host country.
3. Take necessary medications (in original, labeled containers) and written prescriptions (generic name of drug) with you.
4. It is advisable that you carry a letter from your doctor explaining the use of your medication so it is not suspected as contraband.
5. Get necessary immunizations well in advance of your departure. See the CDC web page for relevant immunizations (<http://www.cdc.gov/travel>).

### **MENTAL HEALTH**

Not all countries have mental health support services similar to that in the U.S. Thus, students may not have access to mental health services in some countries. Whether students have utilized mental health services in the past or not, it is important for students to know if, what, and where those services are available in their host country.

#### ***Actions:***

1. All students should be prepared for cultural adjustment before studying abroad. The SNC Study Abroad handbook provides information about transition adjustment and culture shock. Although this information

will not prevent students from experiencing adjustment problems, it will prepare them for the symptoms, the expected cycle, and some helpful advice for a successful adjustment.

2. Students who are currently, or have utilized mental health services in the past, should contact the SNC Counseling Center before going abroad. The Counseling Center should be advised as to your needs in case a telephone consultation is required while abroad.
3. Students who are currently involved with mental health services should discuss the advisability of participating in study abroad and issues related to cultural adjustment with their mental health practitioner.

### **STUDENTS WITH LEARNING DIFFERENCES**

Students should note that not all study abroad program sites have the same level of services and facilities available to them that they have at SNC. In order to best meet the specific needs of a student with learning disabilities, the student is asked to provide documentation from SNC Academic Support Services regarding the specific learning disability and the accommodations granted at SNC (i.e. extra time for tests, large-print books, etc.)

### **MEDICAL FACILITIES, SERVICES, & INSURANCE**

Medical facilities and services will not be the same in every country. It is important to understand as much as possible about the facilities and services in your host country before you should need them.

#### ***Actions:***

1. Be sure you get information in your program-specific on-site orientation about medical facilities and services in your host city/country.
2. You will need to understand where to go for common health needs (i.e., cold, stomachache, flu, etc.) and where to go for emergencies or major medical needs.
3. You will need to know how medical services are paid for (i.e., out-of-pocket by the student, host country or institution, insurance, etc.).
4. Understand your insurance coverage before going abroad. You will be automatically enrolled in SNC Study Abroad insurance with 100% coverage of the Usual and Customary Charge for clinic visits or hospital stays with a \$100 deductible per incident. You will need to pay for services abroad and submit your receipts for reimbursement upon your return. Doctor's bills must be on clinic or hospital letterhead with the date of service, your name, birthday, diagnosis, treatment and fee for service.
5. You will need to know who to contact in case of a medical emergency.

### **C. ASSUMPTION OF RISK**

#### **TRAVEL RISKS**

- ◆ I realize that international travel and study, including participation in study abroad, involves significant inherent hazards and risks, both foreseeable and unforeseeable, including travel in difficult terrain and inclement weather; inadequate or unhealthy food and water supplies; accidents or collisions involving planes, trains buses, automobiles, or other modes of transportation; acts of terrorism, vandalism, or war;

storms, earthquakes, or other natural disasters; government restriction or regulation; theft or other criminal acts; and accident or illness in remote locations without access to appropriate medical facilities. These risks and hazards may result in serious physical injury, illness, death, and damage to or loss of property, and I assume all such risks.

- ◆ In consideration of SNC permitting me to participate in this study abroad experience, and be eligible for transfer credit for all pre-approved coursework, I hereby release and covenant not to sue and forever discharge SNC and its Board of Trustees, the Premonstratensian Fathers, officers, employees and students from all claims, demands, liabilities, damages, and losses arising out of, or in any way related to my selection of or participation in, or in any way connected with my study abroad program.

## **EMERGENCY PROTOCOL**

The majority of students participating in study abroad never experience an emergency while abroad. However, in the unlikely event that you should experience an emergency situation, it may be less traumatic when you are prepared to deal with it effectively and efficiently. Your program contact person abroad will have emergency procedures for various situations. It is important that you maintain close communication and let your program contact know where you are at all times.

### ***Actions:***

1. Carry some form of identification with you at all times (your name, your host country address, host country phone #, and photocopy of passport title page).
2. Carry emergency numbers and contacts with you:
  - a. Local police
  - b. Program contact in host country
  - c. Parent/guardian/emergency contact at home
  - d. SNC Study Abroad Office
  - e. Embassy in host country
  - f. Insurance contact information
  - g. Physician and mental health practitioner at home
3. Know where the local hospitals are located and how to get there.
4. By preparing yourself to respond to different types of emergencies you will feel more confident that you know what to do in the rare event that an emergency should occur:
  - a. Natural disaster
  - b. Medical / mental health injury or trauma
  - c. Civil unrest / terrorism
  - d. Criminal violence or trauma