INTERNATIONAL EXCHANGE ACCEPTANCE PACKET

I ACCEPT to participate in the Texas State International Student Exchange Program at:

Name of Institution:________________________________________________________________________________

Country:__________________________________  City: __________________________________

During the following semester(s):

☐ Fall 20 ☐ Spring 20 ☐ Summer ☐

☐ I DECLINE to participate in the Texas State International Student Exchange Program

Name of the student :________________________________________________ PLID A______________

Student’s Signature ___________________________  Date ________/______/______
EMERGENCY CONTACT INFORMATION

Student's Name: _____________________________________________________________

Email Address: ____________________________________________________________

Program City: ______________________ Country: _______________________________

Program Start Date: _____/_____/____  Program End Date: _____/_____/____

If necessary please contact:

Name: ____________________________________________________________________

Relation: __________________________________________________________________

Telephone: (Please give as many telephone numbers as you can so that someone can be reached 24 hours a day if needed)

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

Email: ____________________________________________________________________

Mailing Address: ___________________________________________________________

__________________________________________________________________________

Street City, State, Zip

☐ a) I voluntarily give consent for Texas State to disclose personally identifiable information pertaining to my participation and enrollment in the Texas State Study Abroad Program to the person listed above.

_________________________  _____________
Participant’s Signature       Date

☐ b) I decline the option to release information.

_________________________  _____________
Participant’s Signature       Date
Participant:________________________________________

Program Provider:________________________________________

Program City:__________________________ Country:__________________________

Program Start Date : _____/_____/_____  Program End Date : _____/_____/_____

Releasees: The Board of Regents, Texas State University System, Texas State University, and all regents, employees, agents, and officers for these entities, in their official and personal capacities.

Release: In consideration for facilitating my participation in the program described above, I release, discharge, and agree not to sue Releasees for any claims, demands, actions and causes of action arising out of any loss or damage to my property and any injury, including death that I may sustain, whether or not caused by the negligence of the Releasees while participating in the trip, or while in transportation to and from the destination.

Risks: To the best of my knowledge, I can participate in this activity. I am aware of the risks and hazards connected with this activity, and I elect to participate voluntarily and engage in this activity knowing that the activity may be hazardous to me and my property. I voluntarily assume full responsibility for property loss or damage, and for personal injury, including death, that I may sustain as a result of being engaged in this activity, whether or not caused by the negligence of Releasees.

Indemnity: I also agree to indemnify and hold harmless the Releasees from any loss, liability, damage or costs, including court costs and attorney’s fees, that they may incur due to my participation in this trip, whether caused by the negligence of Releasees or otherwise. For example, I specifically agree to indemnify and hold harmless the Releasees from losses they may incur as a result of my injuring another person or damaging another person’s property while participating in the trip.

Safety: I give Texas State University or any of its agents authority to take whatever action that they determine advisable regarding my safety and health.

Standards: I agree that Texas State University-San Marcos may terminate my participation in the program if I fail to maintain the program’s standards or if Texas State University determines that my conduct is detrimental to the welfare of the group/program. If my participation in the program is terminated, I will remain responsible for all programs fees.

Intent: I intend that this release and indemnity agreement bind not only me, but also my heirs, assigns, and personal representatives. I intend this as release, discharge, indemnity and promise not to sue the Releasees. I further intend that this agreement be construed under the laws of the State of Texas.

Free Act: I acknowledge having read this agreement. I understand it and sign it voluntarily as my own free act. No representations, statements, or inducements, apart from those stated in this agreement, have been made. I sign this agreement after having received adequate consideration, intending to be bound by it.

________________________________________  _____/_____/_____  
Participant’s Signature                                Date
Student Name: ___________________________________________ PLID: _____________________________

Program: __________________________________________________________________________________________

I, the undersigned, have been approved to participate in the Texas State University- San Marcos program to which I have applied. I do hereby accept my participation in such and understand that I am accountable for all program fees. I realize that an official hold may be placed on my records until all payment responsibilities are fulfilled. In addition, I understand that I must adhere to all policies outlined in the Code of Student Conduct found in the student handbook, Hill Hints.

The program may combine classroom study with out-of-classroom learning in the form of assignments, projects, and field trips. I have the opportunity to gain academic credit through participation in the program and agree that:

I. Conditions for Enrollment

A. PERSONAL CONDUCT – Texas State and its staff, agents or representatives have the authority to establish rules of conduct necessary for the operation of the program during the entire period of the program, including free time. Should an official representative of Texas State decide that a participant must be separated from the program because of violation of stated rules, for disruptive behavior, behavior related to alcohol consumption, for use of illegal drugs or for any conduct that might bring the program into disrepute or its participants into legal jeopardy, that decision will be final. Persons dismissed from the program will remain responsible for all program fees, will not be entitled to any refund, and will receive failing grades for all courses. Be aware that drug or alcohol-related accidents, under certain policies and terms, may not qualify for health insurance benefits. All students will have their student conduct record reviewed prior to the intended study abroad term. Although an application status may read “accepted”, this could be revoked at any time for conduct infractions that occur prior to departure.

B. BEHAVIORAL RESPONSIBILITIES - I am aware of the expected behavioral responsibility while participating in the program. As a guest in a foreign country, there are certain behaviors which are considered unacceptable and could lead to possible disruption of the program. I hereby assure the University that I will conduct myself in an appropriate manner which does not infringe upon the customs and mores of the country in which the program is being conducted, nor upon the rights of other participants of the program. Behavioral responsibilities shall be applicable during the program both when in the company of other program participants and when I am physically separated from other program participants. In addition, I must adhere to all policies outlined in the Texas State Code of Student Conduct.

1. ILLEGAL DRUG USE - The use of illegal or unauthorized drugs during the entire period of the program, including free time, is strictly prohibited. U.S. citizens in a foreign country are subject to the laws of that country. The U.S. Embassy cannot obtain release from jail for a U.S. citizen and can only aid in obtaining legal assistance. Illegal activities place not only the individual but the group and the program in jeopardy. The consequences of illegal or unauthorized drug use during the program include immediate expulsion from the program, loss of all course credit and full payment of the program fee.

2. ALCOHOL CONSUMPTION - Texas State understands that the consumption of alcoholic beverages by students of legal age is a personal choice. Participants of legal age in their host country who choose to consume alcohol agree through this form to do so responsibly. However, Texas State has a strict tolerance policy to alcohol abuse. The following are a few examples of incidents which could be a result of alcohol abuse, and therefore are subject to disciplinary action and dismissal from a program:
   * Behavior that could endanger either yourself or others
   * Damage to property
   * Missing or disrupting classes
   * Complaints regarding inappropriate behavior
   * Disturbances resulting in intervention by local authorities

Students dismissed from a program may lose all course credit and full payment of the program fee.
3. INVOLUNTARY WITHDRAWAL - I acknowledge that return passage and all other expenses occasioned by my involuntary withdrawal from the program shall be the sole and exclusive financial responsibility of myself.
4. RESPONSIBILITY DURING FREE TIME - I understand that before, during, and after the program date, I may elect to travel independently or remain in the location(s) abroad at my own expense. I understand that neither Texas State nor its staff, agents, or representatives are responsible for me at locations or dates outside of the official program.

C. ACADEMIC RESPONSIBILITIES - I agree to the following policies and procedures:
1. ACADEMIC ADVISING – It is the students’ responsibility to discuss study abroad plans with his/her academic advisor to determine courses to be taken while abroad, as well as how the participation in the exchange program would impact their academic requirements and graduation plans.
2. NOTIFICATION OF FINANCIAL AID – It is the student’s responsibility to contact the Financial Aid Office to finalize arrangements for disbursement of all financial aid and scholarship money. The Study Abroad Office does not loan money. It is the students’ responsibility to ensure he/she has sufficient funds to meet all payment deadlines.
3. CLASS ATTENDANCE - Students enrolled in a program are required to attend all regularly scheduled classes and field trips.
4. A successful semester abroad is dependent upon adequate preparation. Students will participate in a series of mandatory orientations during the semester prior to studying abroad. These orientations will address issues of academic, cultural, logistical, financial, and personal preparation, as well as health and safety. Failure to attend the required orientations will result in dismissal from the program. Any financial losses incurred by this dismissal, including program fees and international airfare, are the student’s full responsibility.
5. COURSE REGISTRATION
   a) Sponsoring institutions and organizations will assume responsibility for registering the student at the host institution. Registration at Texas State is via the Office of Study Abroad Programs, unless otherwise indicated, and shall be the student’s responsibility to complete.
   b) All participants must be compliant with TSIP regulations.
   c) The APD will indicate acceptance into the study abroad program with a signature on the participation approval form. Once the completed application and first payment is received in the Study Abroad Office, students are considered officially accepted into the program, however students must register their courses via catsweb following the instructions provided by the APD and the Study Abroad Office. I understand that having a disciplinary record does not automatically disqualify me from consideration for participation in a study abroad program, however, the Academic Program Director (APD) and/or the Study Abroad Office (SAO) may request additional information from me or the Dean of Students Office in determining whether or not to approve my participation. Further, I understand that participation approval may be revoked if the SAO nor the APD will be liable for any expenses incurred by a student, reasonable, good-faith efforts will be made to refund to the student any payments made directly to the university whenever an approval is revoked prior to departure. Refunds will not be issued for egregious conduct (ex., assaults, safety threats, or disruption of SAO activities) exhibited.
   d) All the deadlines, including payment deadlines, specified by the host institution and/or the Office of Study Abroad Programs must be met for non-payment.
   e) A student who fails to meet a deadline may be withdrawn from the program. Students who have been withdrawn from the program but wish to continue in such program will be required to re-apply by submitting the required form and fee.
   f) All the participants must attend all the pre-departure orientation meetings. Failure to do so may result in being dropped from the program and forfeiting the program fees.
   g) The students will be responsible to turn in all the required documents on time. Texas State will not be responsible for any problem or complication due to incomplete applications. Late charges may apply.
ACCEPTANCE, RELEASE AND WAIVER

h) The students must keep constant communication with the host institution and the Office of Study Abroad Programs to be updated with any information related to the program.
i) It is the student’s responsibility to provide the Study Abroad Office updated contact information. Processes may be delayed if the information on file is incorrect.
j) If a student decides to change the program after submitting the application, he or she will need to get a new approval from the APD, Study Abroad Office and the Academic Advisor, fees will apply.
k) Non-Texas State students are responsible for obtaining the necessary approvals from their home university and ensuring that the credits earned will transfer. These students must participate in the pre-departure orientation sessions.
l) In addition to good academic standing and recommendation from the Dean of Students, some study abroad programs have specific requirements such as minimum GPA, level of proficiency in a foreign language, course pre-requisites, etc.

D. NOTIFICATION OF PARENTS OR NEXT OF KIN – By signing this form, the student authorizes Texas State to contact parents or next of kin if necessary, unless notification is provided in writing to the Texas State Study Abroad Office.

E. MEDICAL RESPONSIBILITY - I acknowledge that there are certain risks inherent in travel and that Texas State cannot assume responsibility for the provision of medical services to its students or the payments thereof. I agree to consult with a medical doctor in regards to medical issues or needs I may have. Further, I am aware that the University cannot be responsible for attending to any of my medical needs.

I am aware that, should I be required to be hospitalized during the program, the University cannot and does not assume legal responsibility for payment of such costs; rather, I assume all risks and responsibilities and therefore I have adequate insurance to meet any and all needs for payment of hospital costs during the program.

F. IMMUNIZATIONS – It is the student’s responsibility to obtain the necessary immunizations for travel abroad.

G. HEALTH INSURANCE COVERAGE - I understand that I am covered by the health insurance policy provided by my study abroad program during the official dates of my program, and that it is my responsibility to determine if this coverage is adequate for my needs. I recognize that Texas State has no obligation to provide any form of additional insurance, and that it is my responsibility to decide to purchase additional coverage.

H. CONSENT TO EMERGENCY MEDICAL TREATMENT - While participating in the program, I acknowledge that on rare occasions an emergency may develop which necessitates the administration of medical care, hospitalization or surgery. I have fully described any physical or psychological problems I may have on the Health Information form. In the event of illness or injury to me, I authorize any official representative of Texas State to secure medical treatment on my behalf, including surgery and the administration of an anesthetic, and I accept all financial responsibility for such treatment.

I. CANCELLATION - I understand that I will be held accountable for all program fees. Cancellation is effective from the date postmarked on the written notice, or the date stamped as received in the Office of Study Abroad Programs. I will be liable for all portions of the program fee corresponding to non-recoverable costs. No refunds will be made in the event of dismissal from a program.

J. GENERAL RELEASE AND LIABILITY WAIVER - I release the Board of Regents, Texas State University System, Texas State University-San Marcos, and their regents, employees and agents from
all claims: (1) for my personal injuries, including death; (2) for damage to my property; (3) arising from any transportation service or living accommodation; and (4) arising from weather, illness, quarantine, government rules, war, riots, or strikes.

K. INDEMNIFICATION - I shall indemnify and hold harmless the Board of Regents, Texas State University System, Texas State University-San Marcos, and their regents, employees and agents from any and all claims, demands, and causes of action and all expenses incidental thereto (including reasonable attorney's fees), based upon or arising out of any personal injury (including death), property damage or loss caused by or resulting from my acts or omissions during enrollment in any Texas State program.

L. DROPPING FROM PROGRAM - All cancellation must be submitted in writing via email to the Texas State Study Abroad Office in order for refunds to be issued on remaining refundable fees. Upon written request, all refunds will be posted to student’s Texas account. No refunds will be issued on-site at the program location.

M. PROGRAM CANCELLATION - I understand that a study abroad program may be cancelled due to events that are beyond the control of the Study Abroad Office. In such instances students will receive refunds in the largest amount possible. Thus, I have been advised to purchase trip cancellation insurance to cover such situations should they occur.

N. PROGRAM MODIFICATION – I understand the Study Abroad Office reserves the right to change program’s location in the event of situations arising at the study abroad site that are deemed to be unsafe. Such situations may, for example, include political unrest, disease, and natural disasters. Texas State shall have the right to cancel the study abroad program, and reserves the right to make academic alterations, deletions or modifications to the program as deemed necessary by the College. The College will make every effort to notify students in writing of significant program alterations or cancellations within a reasonable time period. The Study Abroad Office will provide written notification to the student when s/he has been approved to participate in the exchange program. Once the completed application materials and program fee have been received in the Study Abroad Office, students are considered officially accepted in the program. Being approved by Texas State does not guarantee admission to the host institution.

O. LIVING ARRANGEMENTS - I acknowledge that housing accommodations vary from one location to another. Because of the nature of the actual arrangements with the institutions and organizations abroad, I may not be free to make my own private living arrangements. Students accepted for enrollment in a Texas State program agree to accept the housing provided by the program, whether it be a university dormitory, apartment, hotel, camp, or with a private family. Every effort will be made to accommodate my preference, and I understand this can be done only within the limits of the available housing. Any change in living arrangements resulting in increased program cost will be the student’s responsibility. A change in living arrangements that decreases program cost may not result in a refund to the student.

P. PERSONAL TRAVEL – Texas State programs are not travel tours. While travel during free time can be educational in itself, the University does not grant academic credit for travel. The programs are strictly academic in nature. I understand that personal travel must not conflict with the regular class schedule, and that I am responsible for making personal travel plans which will permit me to attend all regularly scheduled classes and field trips.
I understand and accept each of the above conditions.

_____________________________  __/___/
Signature                   Date

Name (please print): _________________________________________ PLID:________________________
Program City:____________________________________ Country:_____________________________
Program Start Date : ___/___/____  Program End Date : ___/___/____

*If the above signed is not of legal age at the date of signing, the following statement must also be signed by the participant’s parent or legal guardian.

As the parent or legal guardian of the participant whose signature appears above, I have read and understand the conditions outlined above, have given my child or ward permission to participate in the program, and agree to be bound by the conditions outlined above as if I myself had signed above.

_____________________________  __/___/
Signature of the Legal Guardian                   Date
FINANCIAL AID FOR STUDY ABROAD

THIS FORM MUST BE COMPLETED BY ALL STUDENTS

Name:___________________________________________________ PLID: ___________________________

☐ Undergraduate    ☐ Graduate

Have you met with the Financial Aid and Scholarships to discuss your study abroad plans?

☐ Yes    ☐ No

If your answer was “No”, and if you are considering applying for financial aid, please contact Financial Aid and Scholarships as soon as possible to discuss your study abroad plans and what kind of financial assistance you may be eligible for.

As a Texas State student participating in a study abroad program you may be eligible for federal financial aid.

If I choose to apply and accept federal funding, I understand that if I withdraw or expelled from the study abroad program prior to the 60-percent point of the program, usually termed semester, I will be required to repay any unearned portion of my federal Title IV aid. If I fail to earn a passing grade in at least one of my courses (i.e., all F’s, all W’s, all I’s or a combination of all F’s, W’s, or I’s) during a semester, I am considered to have, for purposes of federal Title IV funds, unofficially withdrawn from the study abroad program and may be required to repay any unearned portion of my federal Title IV aid.

Semester of Study Abroad: Spring 20  ☐  Summer 20  ☐  Fall 20  ☐  Winter 20  ☐

Study Abroad Program:____________________________________________________________________________

____________________________________           __/_____/_____
Student’s Signature                  Date