



## CCID Troika Study Abroad Programs Liability Release and Study Abroad Agreement

*This is an Agreement and Release of Legal Rights –  
please read carefully and understand before signing.*

I, [print full name] \_\_\_\_\_, a full-time student (further referred to as “Student”) at \_\_\_\_\_ (“My College”) have been approved, and wish to participate in the Troika Study Abroad Program \_\_\_\_\_ (“Program”), in \_\_\_\_\_ (“Country”) during the \_\_\_\_\_ [term and year] semester, offered through Community Colleges for International Development, Inc. (“CCID”).

The Program Lead Instructor is \_\_\_\_\_ (“Lead Instructor”).

In consideration of the opportunity to participate in this Program:

1. I understand that participation in the Program specified above involves risks not found in activities at my College or within the College’s District (if College is part of the District). These risks include: traveling to and within, and returning from, one or more foreign countries; foreign political, social and economic conditions; different standards of design, safety, and maintenance of buildings, public places and conveyances; local medical facilities and providers; local weather conditions and other matters which may be described in brochures and other written information concerning this Program, and which I have received and reviewed. I have researched this information on my own as well, and I am willing to accept these risks.
2. My participation in the Program is contingent upon making all payments, including financial aid arrangements to pay the Program fee and college tuition, by the stated due date, and completing and submitting all required forms and documents before the start of the Program. I further understand that failure to submit forms or payments to CCID or to my College may result in my being dismissed from the Program prior to the departure date.
3. Because this is an academic Program, I am fully responsible for attendance of pre-departure orientation sessions, classes, field trips or other Program academic activities, and for completing assigned work. This is a condition for receiving the number of credits as specified in the course for which I registered at my College in order to participate in this Program. Failure to participate fully in the Program may constitute academic misconduct and result in my dismissal from the Program.
4. I understand and agree that CCID, the Program Lead Instructor and other Program faculty have the authority to establish rules and guidelines necessary for the operation of the Program for the health and safety of the entire group, and if I violate these rules, I will be subject to disciplinary action, which may include my dismissal from the Program.
5. I will comply with all rules and regulations issued by CCID, Program Lead Instructor, my College or in-country partner. Program Lead Instructor has the discretion to determine whether there has been a violation of the rules and regulations or whether I, as the Program participant, have engaged in any behavior detrimental to or incompatible with interests, harmony and welfare of CCID, my College, the Program, or other Program participants and third parties.

6. In case the Lead Instructor has determined that Student may have violated the Program rules or engaged in otherwise inappropriate behavior, the Student will be afforded minimum due process rights which include the following:
  - a) the Student will be given oral and/or written notice of the charges;
  - b) the Student will be given an opportunity to admit or deny any charges;
  - c) the Student will be given an explanation of the evidence against the Student if the Student denies charges; and
  - d) the Student will be given an opportunity to explain the situation.

If the Lead Instructor determines that the Student is in violation of the Program rules or participated in otherwise inappropriate behavior, the Lead Instructor will determine the appropriate disciplinary action based on circumstances and may consult with the Program Shadow Instructor, in-country partner (if applicable), CCID Office (President or Program Manager) and Student's College administrator(s). The disciplinary action may include, but is not limited to: 1) barring from scheduled Program academic or cultural events; 2) enhanced supervision during the remainder of the Program, or 3) loss of all Program privileges, including Student's expulsion from the Program. Any such incident is reported to CCID as the Program coordinator.

If the Lead Instructor determined that my violation of rules and regulations of the Program warrants my termination from the Program, I understand that as a result, I may be sent back to the country of my permanent residence unaccompanied, at my own expense, and with no refund/ credit of Program or any associated fees.

7. I also agree that I will: i) not buy, sell, possess or use illegal drugs at any time ("Illegal drugs" as defined by the laws in the country of my permanent residence as well as the host Country); ii) not abuse or misuse any drug for which I may have a prescription; iii) not engage in abusive use of alcohol at any time during the Program, and will not encourage such use to other Students in the Program group or to any minors in the host Country; and iv) report to the Lead Instructor or other Program faculty immediately if I become aware of sexual harassment in the Program group, or if I believe I have been subjected to such treatment either by fellow Program participant(s), Program faculty, my host family (if applicable), or any third party.
8. I am aware that CCID strictly prohibits consumption of alcohol or drugs in CCID-sponsored dormitory or hotel rooms, or in vehicles used during the Program, and that open containers of alcohol are not permitted in those vehicles as well as in my private quarters at my residence in the host Country. I am aware that if I am of legal age and choose to drink alcohol, that I am fully responsible for my actions at all times. I understand that if I am under the influence of alcohol at the beginning of the Program activity in any day of the Program duration, or during the course of such day, I will be barred from participating in Program activity (-ies), and will be subject to determination of a violation of Program rules and guidelines.
9. CCID strongly discourages any Student participating in the Troika study abroad Program from owning or operating motor vehicle(s) while participating in the Program, unless such operation is a required component of the Program. Different laws (civil and criminal) and regulations, as well as traffic rules and congestion can make driving in foreign Country extremely hazardous.

I understand that if I operate a motor vehicle while on the Program abroad, I release CCID from any and all responsibility for my decision, and from any liability for insurance, legal aid or assistance in connection with any issues resulting from my operation of a motor vehicle.

10. As a study abroad student, I am a guest in the host Country. As a result, I will respect Country's laws and norms of acceptable conduct; including dress, manners, morals, politics, drug use and behavior that may be different from standards in the country of my permanent residence (such norms will be discussed at orientation meetings with the in-country partner/ host and the Lead Instructor after arrival to the Country).
11. As a visitor to the above Country, I understand that I will be subject to the laws of the Country. Violations of the local law of the host community or Country are referred to and handled by the appropriate local law enforcement authorities. I agree to become informed of, and will abide by all such laws and standards for the Country to, and within, which I will travel during the Program. I understand that CCID is not advising me on any legal matters whatsoever. If I violate the law and standards of acceptable conduct and am arrested, I understand that neither CCID nor the Embassy of the country of my permanent residence can obtain my release from jail.
12. I recognize and understand that my engaging in a behavior violating the local laws or standards could harm CCID's and my College's relations with the host Country and its institutions therein, as well as my own health and safety.
13. As a representative of the country of my permanent residence, CCID and my College, I agree to adhere to the local laws and standards of acceptable behavior throughout my stay at the host family (-ies) when applicable.
14. I acknowledge and understand that should I have or develop legal problems with foreign nationals or foreign governments, I have the sole responsibility to attend to the matter at my own expense and with my own personal funds. CCID may refer me to legal counsel or may provide temporary assistance, all at my own expense. CCID assumes no responsibility to assist me in legal matters under any circumstances.
15. Although CCID is coordinating and sponsoring this Program, I understand that neither CCID nor my College or Program faculty or in-country partner representatives will be supervising me at all times during the Program. I will have the opportunity and right to independently leave the Program group periodically, subject to the Lead and Shadow Instructor's requirements for participation in and attendance of classes and other Program activities as scheduled, and which are a required part of the Program. During those periods, I will be responsible for my own safety and cannot hold CCID or my College or Program faculty or in-country partner liable for any injuries to my person or property, or any other losses associated with such periods.
16. If, due to my own negligence, I become separated from the Program group, fail to meet a departure airplane, bus or train, or if I become injured or sick, I will, to a reasonable extent and at my own expense, seek out, contact, and reach the Program group at its next available destination.
17. It is understood and agreed that if I elect to visit at the location of the Program or elsewhere before or after the participation in the Program, CCID will cease to act as my Program sponsor and coordinator. I do so entirely at my own expense and risk.
18. I understand that CCID does not represent or act as an agent for, and cannot control the acts or omissions of, any host institution, host family, transportation carrier, hotel, tour and cultural event organizer or other provider of goods and services involved in the Program. I also acknowledge that CCID is not responsible for matters that are beyond its control. I hereby release CCID from any injury, loss, damage, accident, delay, or expense arising out of any such matters.

19. I further understand that CCID reserves the right to cancel the program without penalty or to make any modifications to the itinerary and/or academic program at any time and for any reason. I also acknowledge that CCID will make every attempt to give as much advance notice as possible of its intention to cancel the Program in which I participate. CCID is not obligated to refund any Program fees if it cancels the program as a result of a United States Department of State travel advisory for the Country, or as a result of any other safety or health related issues as deemed necessary by CCID (see CCID's Cancellation and Refund Policy document for the full list of occurrences warranting cancellation).
20. I have been advised to consult with a medical doctor with regard to my personal medical needs. I hereby state that there are no health-related reasons or problems that preclude or restrict my participation in this Program. I have also obtained the required immunizations, if any.
21. I understand that I may be required to pay up front for my medical expenses that I incur while traveling on the Program and in the host Country. Further, I understand that I am responsible to submit any medical receipts to my insurance carrier upon my return. I recognize that CCID is not obligated to attend to any of my medical or medication needs, and I assume all risk and responsibilities therefore. I do hereby release, discharge and hold harmless CCID, its officers, trustees, employees, agents and representatives ("Released Parties"), from any and all liability and claims I may suffer as a result of any medical treatment while on the Program abroad.
22. I hereby accept sole financial responsibility for any equipment, materials or instruments lost or damaged by me during my participation in the Program, and which equipment, materials or instruments were provided for the Program by CCID or my College or in-country partner or a third party arranging the Program.
23. I, individually, and on behalf of my heirs, successors, executors, agents, employers, representatives, insurers and attorneys, hereby release and discharge the Released Parties, from any and all liability and claims which may arise from any cause whatsoever, including any negligent act or omission by the released parties. I further release and discharge the Released Parties from any and all responsibility for an accident, illness or injury or any other consequences arising or resulting from my participation in the Program. This release applies to any loss of property, injury, illness or death due to theft or other crimes committed by persons other than the Released Parties, political unrest, use of modes of transportation, activities on the part of fellow Student participants, host family members, agencies and organizations, persons or groups with which CCID contracts or which CCID recommends for the provision of services for the Program.

I hereby agree to indemnify and hold harmless the Released Parties from any loss or liability whatsoever including reasonable attorneys' fees, caused by an act or omission resulting from my direct or indirect participation in the Program.

By my signature below I indicate that I have read the terms and conditions of my participation in the Program, and that I agree to abide by them. I have carefully read this Release Form and Agreement, and acknowledge that I understand it. No representations, statements, or inducements, oral or written, apart from the above written statement, have been made. If any portion of this Release Form and Agreement is held invalid, the rest of the document shall continue in full force and effect.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Initials of CCID Officer

\_\_\_\_\_  
Date of Form receipt