

October 2016

Contract Info Session

International Programs

Nov 2nd @ Noon

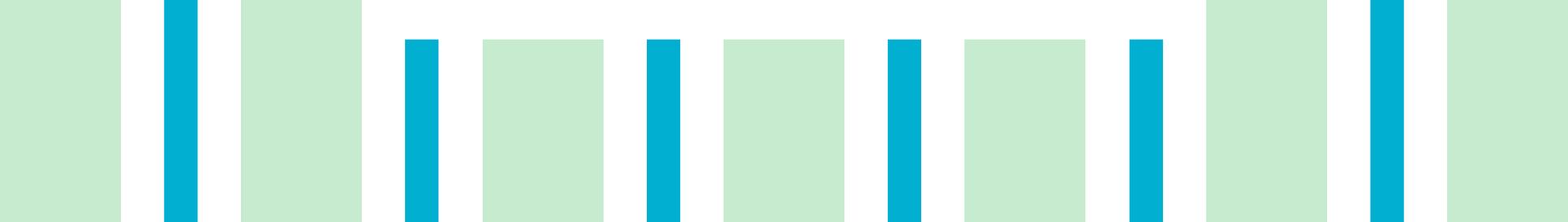
Your contract is due!



What's in your contract

How to sign your contract

Any questions



What's in your contract?

Read the whole thing!

I will go over a few items tonight that students often have questions about.

Read the whole thing!

I'll highlight things that apply before you go abroad.

Read the whole thing!

Items 1-8

General info

I agree to pay the fees

I agree to abide by all the rules

Pepperdine reserves the right to
modify the program

I agree to enroll in the STEP
Program and fill out the travel log

I release Pepperdine from all
liability

I am required to be covered by
personal health insurance
internationally

Items 9-11

Medical items

I must complete a Health Clearance Form (90-45 days prior to the start of the program)

If I am under the care of a mental health professional, I will discuss my participation in this program with them.

In the event of a medical emergency, I consent to medical treatment when I am unable to consent to such treatment

Item 12

Information release

I consent to IP contacting my parents, guardians, or emergency contacts listed on Wavenet in the event of an illness or emergency and to release medical information and other student information to my parents, guardians, and emergency contact. I understand that I am therefore responsible for keeping my emergency contact information accurate and current on Wavenet.

Items 13-14

Financial Info

I have received financial aid advising from my advisor and am aware of the costs and for arranging for any financial aid to be received during the program

I have discussed the financial responsibilities for the program with my parents/guardians/others providing me with financial assistance and consent to IP to release a copy of my signed contract and provide program info to parties providing me with financial assistance

Item 15

Passports/Visas

I am responsible for obtaining a passport (must be valid for 6 months after your return)

I am responsible for obtaining a visa when required

*If I am an international student, I am required to independently obtain any and all visas

Item 16

Orientations / Workshops

I am required to attend the mandatory orientation sessions:

Year/Fall/Spring: April 1, 2017

Summer: February 18, 2017

Visa workshops too!

Item 17-18

Academics / Email

I have received academic advising from my advisor and am aware of how the courses fit into my four year plan

I'm aware of prerequisites and minimum units

Changing my major doesn't exempt me from the requirements

All official communication will be sent to my Pepperdine email

Item 19 A-E

Risks

I understand and acknowledge that the program presents risks to me and my property and that Pepperdine cannot guarantee my safety.

Withdrawal /
Ineligibility

Item 20 - Withdrawal / Ineligibility

To withdraw, you must sign a withdrawal form

I may be ineligible for any of these reasons:

Below a 2.0 in any semester

Disciplinary probation

Registration holds

Not meeting course or language prerequisites

Not enrolling in a language course overseas

Not maintaining minimum units

Not obtaining required documents

Not participating in mandatory orientations and workshops

Failing to register by deadlines

Failing to obtain visas

Failing to meet class attendance requirements

Failing to pass a criminal records check

Exhibiting significant disruptive or disrespectful behavior

Violating any provision of this agreement

Item 21 - Timeline for Withdrawal / Ineligibility

Summer 2017	Academic Year 17-18 / Fall 17	Spring 2018
Prior to 12.15.16 \$500 non-appealable fee	Prior to 1.11.17 \$500 non-appealable fee	Prior to 6.1.17 \$500 non-appealable fee
12.15.16 - 1.22.17 50% of IP summer charge	1.11.17 - 2.29.17 25% of IP charge	6.1.17 - 7.31.17 25% of IP charge
On or after 1.23.17 100% of IP summer charge	3.1.17 - 5.31.17 50% of IP charge	8.1.17 - 8.31.17 50% of IP charge
	On or after 6.1.17 100% of IP charge	On or after 9.1.17 100% of IP charge

IP Summer charges vary by program / Academic Year, Fall, and Spring charges are based on an IP charge of approx \$11k

Flight Contract Information

You are telling us now if you want to be on the group flight!!!!

GROUP FLIGHT

1. I understand I will only receive one ticket to depart from and return to LAX on the group flight, without exception.
2. If I am attending for the full academic year, I understand that my group flight will depart at the beginning of the Fall term, return at the end of the Spring term, and that a flight home between the semesters is not provided.
3. I understand that if I do not show up for the group flight departure, both segments of my round trip ticket will be forfeited and no refund will be issued.
4. I understand that airport routing changes can never be made on group tickets. Changes to extend the return date might be possible through Corniche Travel, Pepperdine's travel provider. However, any deviation from the ticketed itinerary will be at the student's own cost, and will include both change fees and potential fare differences.
5. Pepperdine University will pay flight costs on behalf of summer Program students. If I am a summer student and do not show up for the group departure at LAX, I will be responsible for the cost of the flight(s) purchased on my behalf. Should I withdraw or become ineligible to attend the summer Program, I am responsible for the cost of the flight(s) purchased on my behalf. Flight costs typically range from \$500 - \$3,000 and will be charged to my student account.

EXEMPT

1. If I am an Academic Year, Fall, or Spring participant, my IP fee will be reduced by \$1,220 (foreign programs), or \$500 (Washington DC).
2. If I am a summer program participant I understand that I will not receive any financial compensation/reimbursement for my flight.
3. I must submit my confirmed flight itinerary to the International Programs Office no later than 45 calendar days prior to program departure.
4. I will arrange my own transportation to/from the airport and to/from the program facility.
5. I understand there are no provisions for early arrival and agree to arrive on the same day as the group flight and check into program facilities during 9am-1pm local time. I understand that arrival prior to the group flight is highly encouraged as students are required to attend the local student orientation in its entirety. Transportation from the airport to the program location is not guaranteed.

Additional Info

The IP Office strives to accommodate all requests, but cannot guarantee that all requests can be met.

If you are a minor, your parents will need to sign this as well

You will be able to indicate if you need any special accommodations.

If you have any ongoing health-related issues, disabilities, or other mental health related concerns that could impact your future candidacy and participation in this program, consult with DSO before signing this contract.

Some additional contracts

Internship contracts - any questions?

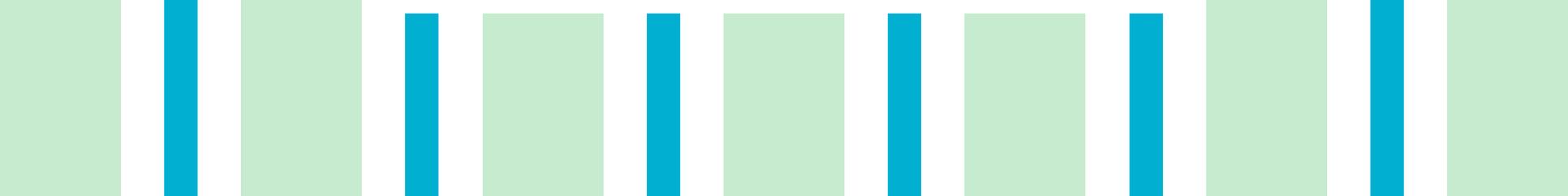
DC + Contracts - any questions?



What's in your contract

How to sign your contract

Any questions



How to sign your
contract...

ON WAVENET

<http://community.pepperdine.edu/seaver/internationalprograms/participants/contract-review.htm>

Remember to talk it out with these people...

Financial (Aid) Advisor

Academic Advisor

Parents

Nov 2nd @ Noon

Your contract is due!



What's in your contract

How to sign your contract

Any questions

