

Alumni+ Tour 2018

Vienna + Prague

Personal Information - one form per person

Legal Last Name _____ Email _____

Legal First Name _____ Daytime Phone _____

Middle Name _____ Evening Phone _____

Preferred Name _____ Address _____

Gender Female Male City _____

Date of Birth (MM/DD/YY) _____ Prov/State _____ Postal/Zip Code _____

Country _____

Connection to TWU

Alumni *Student ID#* _____ Parent
Major _____ *Grad Year* _____ *Child's Major* _____

Staff / Faculty Community/Other
Department _____ *Tell us more below!*

Questions about you

Please type your answers on a separate sheet and attach to your application

1. How did you hear about this tour?
2. What interests you the most about this tour?
3. This trip will involve a fair amount of walking in both cities. Do you have any mobility concerns that we should know about?
4. If you have a travel partner, please identify: _____ (they will need to fill out a separate form)

Signature

I confirm that I am 19 years of age or older and that I will be responsible for any immunization and health or travel insurance which I will need on the tour. I am aware of the risks connected with the Alumni+ Tour such as personal injury, property damage or other loss including that resulting from terrorist activity. I voluntarily accept these risks and understand that I will be solely responsible for any such injury, damage or loss that I may suffer. I release Trinity Western University and its directors, officers, employees, agents, volunteers and representatives ("TWU") from all demands, claims and actions that I may have against TWU for personal injury, property damage or other loss that I may suffer resulting from any cause connected with the Alumni+ Tour including the negligence of TWU. I also agree to indemnify TWU for all demands, claims and actions for which TWU may become liable as a result of personal injury, property damage or other loss suffered by a person as a result of my acts or omissions in connection with the Alumni+ Tour.

Signature: _____

Date: _____

Please return signed form and \$500 deposit cheque (payable to Trinity Western University) to:



Trinity Western University
Attn: Shayna Leenstra, SAMC
7600 Glover Road
Langley, BC V2Y 1Y1

Conditions of Participation in an Alumni+ Tour (“travel study”)

As a travel study program, this Alumni+ Tour is a unique learning opportunity in which the environment becomes the classroom and learning is experiential. A travel study program is exceptional because it takes place largely in a country and culture often far removed from the Canadian norm. The laws and legal system as well as modes of behavior, dress, cuisine, habits, expectations and styles of interpersonal communication are all likely to be markedly different from the Canadian experience.

All participants in a Trinity Western University travel study must be a minimum of nineteen years of age. As such, all are legally adults and will be expected to conduct themselves accordingly. All participants will be seen as representatives of TWU, and will be expected to respect the spirit of the university’s Community Covenant in their personal conduct and activities while on the Alumni+ Tour. (Please see [TWU website](#) for reference.)

Any conduct which compromises the reputation of the university, breaks the laws of the host country, puts in jeopardy the safety of any participant of the program, disrupts the delivery of the program, or detracts in a substantial way from the learning environment will not be tolerated.

The TWU instructor(s) leading the travel study program is/are the final authority for decisions related to participant conduct. The faculty member(s) has/have the authority, with grounds and without recourse to parties on the main university campus in Canada, to withdraw participants from the travel study program. If a participant is withdrawn from the travel study program or leaves voluntarily, that participant must leave the group immediately.

If a participant is withdrawn from the travel study or leaves voluntarily, the balance of funds paid for participation in the travel study will not be refunded. The affected participant is then personally responsible for all costs incurred as a result of early departure, and is personally responsible for organizing travel arrangements for return to Canada. TWU and its representatives on the travel study program accept no responsibility for any participant who has left the program either voluntarily or by administrative withdrawal.

A participant withdrawn from the travel study program may exercise a right of appeal within three calendar months of withdrawal from the program. Application for, payment for, and participation in the travel study program, constitute acceptance of the terms, including the length and location of the program, the terms of participant conduct, as well as payment schedule, deadlines and amount.

The undersigned agrees that as a condition of participating on the Alumni+ Tour, prior to leaving on the tour he/she will sign a release of liability, and provide evidence of adequate travel insurance.

The undersigned has read the above and agrees with the above noted conditions of participation in the Alumni+ Tour.

Name (print): _____

Signature: _____

Date: _____

Payment Policy

Alumni+ Tour applications must be accompanied by a \$500 deposit **due by November 15.**

- **Early bird rate** (paid in full by Jan 15, 2018) is \$4,250 (less the \$500 deposit)
- **Full price** (after Jan 15, 2018, paid in full by Feb 15, 2018) is \$4,550 (less the \$500 deposit)

Refund Policy

Note that the refund policy applies equally to:

- participants who apply for the Alumni+ Tour program and decide not to go
- participants who begin participation in the Alumni+ Tour program and decide to return home early.

Deposit

Alumni+ Tour applications must be accompanied by a \$500 deposit.

The deposit will be returned in its entirety if:

- an applicant is not accepted into the Alumni+ Tour program;
- TWU cancels the Alumni+ Tour program;
- there were extenuating circumstances (e.g. personal, family or medical emergency)—proof should be submitted along with a written request.

An inability to raise sufficient funds for participation cannot be seen as an emergency.

Travel Fee Payments

A. Before the Alumni+ Tour Program Begins: Payments over and above the deposit will be returned only if a participant withdraws for extenuating circumstances (e.g. personal, family, or medical emergency), minus all expenses that have been paid on behalf of the participant (e.g. accommodation, transport, etc.). It is recommended that participants take out cancellation insurance on their flights.

B. After the Alumni+ Tour Program Begins: Payments over and above the deposit will be returned only if a participant withdraws for extenuating circumstances (e.g. personal, family, or medical emergency), minus all expenses that have been paid on behalf of the participant (e.g. accommodation, transport, etc.).

Extenuating circumstances do not include early return due to culture shock, homesickness, conduct requiring withdrawal from the program as described above, criminal activity, or external events in the outside community that are beyond the control of TWU.

The undersigned has read the above and **agrees with this Refund Policy** for TWU Travel Studies Programs.

Name (print): _____

Signature: _____

Date: _____