

INTERNATIONAL STUDENT MOBILITY

CODE OF CONDUCT

Instructions

1. Read the International Mobility Agreement thoroughly
2. Sign and Date
3. Make a copy for your records
4. Return original to KPU's Office of International Students and Scholars prior to your departure

Student Name: _____ Student Number: _____

Information about the International Mobility Experience

Classification:

- ☐ Independent Study Abroad ☐ Field Trip/School ☐ Practicum/Work Experience

Destination Country and institution/program name: _____

Program Start Date: _____

Program End Date: _____

Departure Date: _____

Return Date: _____

In consideration of being permitted to participate in the International Mobility Experience outlined above ("The Program") this agreement is entered into between Kwantlen Polytechnic University ("KPU") and (the "student").

The Student and Kwantlen agree as follows:

A. Behaviour

1. The Student is required to attend a pre-departure orientation prior to participating in the Program. Failure to attend may result in the Student being required to withdraw from the Program.
2. The Student is responsible for obtaining any visas, permits, or documentation that may be necessary to travel to foreign countries.
3. The Student agrees to accept the authority of the designated representative of Kwantlen throughout participation in the program.
4. Where housing arrangements are arranged by the Program for the Student, the Student accepts the housing and living arrangements made for him/her by the designated representative of Kwantlen and he/she agrees to abide by the regulations governing the conduct of students in these lodgings. The student agrees to pay for any damages to these lodgings for which he/she is responsible.

5. Where housing arrangements are not arranged by the Program for the Student, the student will responsible for securing their own accommodations and all costs related to these accommodations.
6. Where transportation has been arranged by the Program for the Student, the Student understands that it is his/her responsibility to be on time and in the right location for the transportation. The Student understands that if he/she misses his/her scheduled transportation, he/she will be responsible for finding alternative transportation and for all costs associated with the alternative transportation.
7. The Student agrees to complete the designated period abroad with the program (i.e. from the first formal organizational meeting for the trip to the end of the last examination, project, and/or scheduled departure date). Withdrawal prior to completion of the program can result in a failing grade.
8. In order to utilize fully the foreign academic facilities and to derive the utmost benefit from the international Mobility Experience, the Student acknowledges that he/she is required to attend all scheduled course activities.
9. The Student understands that any person who is not formally registered in the Program that is to accompany the student for any portion of the Program must have prior approval from the designated representative of KPU. The accompanying person will be responsible for all of their own costs and any cost associated with Program activities.
10. As a representative of KPU, the Student agrees to conduct him/herself properly at all times and to be respectful of the host country's people, customs, and culture. The Program assumes the student is emotionally mature and aware of what is considered proper behavior and, therefore, does not need specific rules for every situation but will follow his/her good judgment.
11. The Student understands and agrees that, as a participant in the Program, he/she is subject to the same standard of student conduct to which KPU students on campus are held. Failure to maintain this standard may result in disciplinary action against the Student on the part of KPU. The Student further understands and agrees that he/she is also subject to the standards of conduct of the host institution/company/country and may be subject to disciplinary action by the host in addition to disciplinary action at KPU.
12. The student understands that their behavior must be in accordance with the laws of the country in which they will reside during their Program. The Student acknowledges that KPU has no obligation or duty to assist the Student in the event the Student is arrested or charged with transgressing any law of any foreign country.
13. The designated representative of KPU, in consultation with the student's Dean, and the VP Academic at KPU, has the authority to terminate at any time, Program participation of a participant whose continuation would be detrimental to him/herself, to others, or to KPU. The termination decision is made at the sole discretion of the above named employees of KPU and their decision is final.
14. The Student agrees that in the event that the Student is required by KPU to withdraw from the Program, or the Program is modified or cancelled by KPU, KPU shall not be responsible for any of the Student's costs related to the Program including the costs of travel and accommodations. KPU shall furthermore not be responsible for any delay in the Student's completion of his or her academic program.
15. The Student agrees to participate in at least one information, pre-departure, orientation session or student event held by KPU's Office of International Students and Scholars after his/her return to KPU.
16. The Student agrees to submit an evaluation form and personal report on his/her Program no later than 30 days after the start of the academic session in which they return to KPU.

B. Costs

1. The student agrees to pay the tuition, student fees, Program fee, personal expenses and other costs associated with the Program. He/she understands that financial commitments abroad are made in advance on the assumption that students are enrolled for the full program. It is understood and agreed that the student will pay any additional amount necessary to cover actual expenditures as well as any deficit occasioned by factors and circumstances not now known (e.g. an increase in cost of room and board or travel, unforeseen personal expenses, exchange rate variances).
2. Payment of the Program fee and completion of required forms are evidence of the Student's commitment to participate in the Program. The Student understands that withdrawal from the program for any reason will result in the forfeiture of any expenses KPU may have incurred on the Student's behalf.
 - i. If KPU requires the Student to withdraw because the Student is in violation of this agreement, the student will not be reimbursed for any costs associated with the Program including the Program fee. The student will also be responsible for any additional costs resulting from his/her withdrawal including but not limited to travel and accommodation.
 - ii. Should the student withdraw for personal reasons deemed appropriate by KPU, the student can potentially be reimbursed for a portion of the Program fee. The portion to be reimbursed will be the amount of the Program fee remaining after all committed expenses have been deducted. The student will still however be responsible for any additional costs resulting from his/her withdrawal including but not limited to travel and accommodation.

C. Risks

1. The Student understands that due to the international aspect of the Program, circumstances beyond the control of KPU may arise including war, civil unrest, or natural disasters that may require a modification or termination of the Program.
2. The Program will take the student away from campus for an extended period of time. During this period, the student understands that he/she will be in unfamiliar surroundings and will be exposed to risks to his/her person and possessions.
3. The Student understands that he/she may suffer personal injury, sickness or death, or damage to or loss of his/her property as a result of his/her participation in the Program. He/she also understands that there is a possibility of violence and crime, war, terrorism, civil unrest, homesickness and loneliness, poor road and transportation problems, extreme weather conditions, unsafe areas, failure to perform on the part of travel agents or airline companies and problems relating to customs, immigration or visa requirements.
4. The Student acknowledges that support services at the host institution/country may not be equivalent to those available at KPU/in Canada.
5. The Student understands that medical facilities may be of lower standards and that he/she may be exposed to foreign diseases and other medical risks.
6. The Student acknowledges that he/she has read, understood and signed KPU's International Mobility Medical Information and Consent Form.
7. The Student acknowledges that the standards of criminal justice may be different than Canadian standards and can pose a risk to the student.
8. The Student agrees to assume all of the risks related to his/her participation in the program including the Student's death, any personal injuries to the Student, or damage to property or loss to the Student's property.

He/she also understands that KPU may not be able to ensure his/her safety at all times from such risks and dangers.

9. The Student agrees to purchase at his/her own expense any insurance necessary to cover any expenses that might arise from the risks as outlined in this document.

D. Liability

1. Any responsibility that KPU has for students participating in the Program terminates on the end date of the program.
2. KPU reserves the right to decline any application or to cancel any program without notice and shall be under no obligation to provide alternative arrangements for the Student.
3. The Student waives, releases, and discharges KPU, the members of KPU's Board of Governors and anyone employed by or acting on behalf of KPU from any and all claims, causes of action, and any liability for personal injury, death, damage to property or loss of whatsoever nature or kind howsoever caused which the Student or the Student's heirs, executors, administrators, or anyone else may have arising out of or in any way related to the Student's participation in the Program, the Student's residency in the host country, and any travel to or from the Program.

The Student acknowledges that prior to signing this agreement he/she has read and understood this agreement and waiver of liability in its entirety and is aware that by signing this document, he/she is affecting the legal rights of himself/herself, his/her heirs, next of kin, executors, administrators and assigns.

Student's full name: _____ Student #: _____

Student's signature: _____ Date: _____

Witness full name: _____

Witness signature: _____ Date: _____