

BCCC Study Abroad Program Manual

Approved Spring 2018



**BEAUFORT COUNTY
COMMUNITY COLLEGE**

5337 US HWY 264 East, Washington, NC 27889

Table of Contents

| | |
|---|----|
| General Information | 3 |
| Program Requirements..... | 4 |
| Conduct Expectations..... | 8 |
| Liabilities | 9 |
| Program Preparation..... | 10 |
| Appendix..... | 12 |
| Application Check List..... | 13 |
| Study Abroad Contract..... | 14 |
| Emergency Contact Information Sheet | 18 |
| Release and Waiver of Liability and Program Participation Agreement | 19 |
| Media Consent & Release Form..... | 22 |

General Information about the BCCC Study Abroad Program

What is study abroad? It is an opportunity for students to combine study with international travel. The Study Abroad Program at Beaufort County Community College provides a short-term travel abroad program. Tours and courses offered in conjunction with the program are scheduled during the summer sessions. The purpose of the program is to provide cultural understanding and awareness on an international scale. Likewise, the program provides hands-on experience for the students taking classes associated with the program and during international travel.

BCCC's Study Abroad Program provides an opportunity for students to learn about new cultures and peoples. In this ever-increasingly connected world, travel is a gateway to improved understanding and empathy for those who are unlike ourselves. Students benefit from the many lessons study abroad can provide, both personally and professionally, as today's employers and university programs often prioritize international experience when evaluating applicants.

The program provides in-depth training and preparation for all participants. It holds regular meetings throughout the school year prior to travel to discuss how to travel. Topics include packing requirements and limitations, proper storage of documentation and money, airport navigation, and safety procedures. Once in country, students are taught how to navigate the local public transportation. In addition, all participants are provided basic language guides for the host country when the host country's primary language is not English.

Students form relationships with each other during these meetings and at fundraisers. Fundraisers are held each year to help defray some of the costs associated with travel abroad. Examples of fundraisers the program has held in previous years include: yard sales, silent auctions, car washes, and raffle ticket and coupon sales. Fundraisers are planned and prepared by the participants in the program.

The program also shares information about travel, where participants volunteer during college or community events to disseminate information about travel to the BCCC campus and the community at large. In previous years, this has included information tables, fundraisers, and even an appearance on a local television show. Students are given many opportunities during their time working with study abroad to volunteer, fundraise, and coordinate with others.

Overall, by participating in the BCCC Study Abroad Program, students become well-rounded and well-educated in topics beyond the scope of a traditional classroom environment. They obtain skills in many areas that can assist them in their future endeavors and help them grow into the community leaders of tomorrow.

Program Requirements

For a student to travel with study abroad, they must meet the following requirements:

- Students must complete at least 12 hours of academic credits at BCCC prior to the summer semester of the planned travel.
- Students must have a minimum GPA of 2.5.
- Students must have or obtain a valid U.S. Passport
- Students must not have been convicted of a felony.
- Students must obtain approval for participation in the program from the study abroad coordinator or designated instructor participating in the program. The vice-president of academics must also approve the application for participation.
- Students must register for at least one of the courses offered in conjunction with the travel abroad.
- Students must obtain a BCCC student identity card.

Interested students must schedule an appointment with the program coordinator prior to registering for the program. During that meeting, prospective participants are provided with an information packet about the program including costs and expectations for the program's participants.

Age Restrictions

Students age 17 and above can apply for participation in the Study Abroad Program if they meet the program requirements and have discussed their decision to travel with the program coordinator.

Students must be at least 18 years of age *at the time of travel* to qualify as a candidate for the Study Abroad Program.

Payments and Expenses

All payments for travel are made directly to the travel company. Participants should assess their ability to pay the required amount prior to signing up to travel abroad with the program.

Tours differ in personal expenditures (e.g. tuition, food costs, extra events, souvenirs, etc.). Therefore, it is critical for participants to review the additional costs required for each tour with the program coordinator.

The participant is responsible for any debts or expenses incurred by traveling abroad with the BCCC Study Abroad Program. The program will not assume liability for participants' personal debts and expenses.

Participants choosing not to participate in group fundraising must pay for their portion of group funding as required. To assess this amount, participants should discuss their decision to pay these costs outright with the program coordinator.

Withdrawal Procedures

To withdraw from the program prior to travel, the travel should notify the program coordinator and contact the tour company. Timelines for withdrawal with refund are determined by the type of payment plan the participant is enrolled in through the tour company.

Refunds may be available for participants who withdraw from the program. The amount of refund is determined by the cost of the travel, the level of travel insurance the participant has selected, and the time frame in which the withdrawal occurs in reference to travel.

All participants are required to obtain travel insurance through the tour company. While the required insurance package (mid-level) allows for compensation of some travel payments depending on time of withdraw from the program, the tour companies used by the Study Abroad Program offer a range of travel insurance options that can allow for additional refunds. Participants should consult the tour company to learn more about their travel insurance options.

Travel insurance also covers lost luggage and medical expenses incurred during travel.

When withdrawing from the program, participants must also withdraw from the course or courses they have chosen in association with the program. These students should follow Beaufort County Community College withdrawal procedures to withdraw from these courses.

Deadlines

The final deadline to sign up for a study abroad tour is Feb. 1 of the spring semester prior to travel. However, it is recommended that participants sign up prior to this date to assure a lower overall price. Early enrollers may qualify for travel company scholarships and discounts.

Payment deadlines are set by the travel company. Participants are responsible for checking their account balance and coordinating payments on time with the travel company.

Course load

Students must register for and participate in at least one of the courses associated with the travel.

Every study abroad tour is offered in conjunction with HUM 180 – International Cultural Exploration. The catalog description for the course is:

“This course provides a framework for students to visit, examine, and analyze a country/region outside the United States to learn about the place and people. Emphasis is placed on the distinctive cultural characteristics of a country or region. Upon

completion, students should be able to identify similarities/differences, analyze causes/effects, and clearly articulate the impact of one or more cultural elements.”

The information students learn in this course and in the program's meetings prior to travel prepare them for the cultural differences they will experience during international travel. In the course, students learn about the history and culture of the travel destination. Their knowledge is put into practice during travel. HUM 180 is a three credit hour course offered in the summer semester of travel. The course has been approved to satisfy the Comprehensive Articulation Agreement education core requirement in humanities/fine arts.

Additional courses may be offered in conjunction with the program depending on availability. All participants, regardless of which course they are registered for or teaching, will be provided information to aid them in navigating the culture and language of the host country.

It is not recommended that students take other courses during the summer session of the travel abroad, as the travel will occur while other classes are still in session.

Second-time participants do not have to enroll in a course related to the current tour, but they are expected to apply for the program and fulfill other duties with the program including, but not limited to, coordinating fundraisers, mentoring first-time participants, and assisting with program organizational procedures.

Pre-departure Planning

To prepare for travel abroad, participants are expected to attend meetings during the year prior to travel. The frequency of these meetings will be determined on participant availability. These workshops cover a variety of topics that assist participants in preparing for their travel abroad, but vary in content from year to year depending on the travel destination. Topics discussed include:

- Passports and other required documentation
- Health requirements, including vaccinations
- Travel safety
- Financial requirements and currency exchange
- Communication while abroad
- Effective packing (a packing check sheet is provided before travel)

Meetings with participants will be based on the availability of the participants. Additionally, email is used to share information with participants.

A copy of each participant's emergency contact information and application is given the Dean of Arts and Sciences prior to tour departure.

A color copy of each participant's passport and information concerning medical and allergy needs and accommodations must be submitted to the program coordinator prior to tour departure.

Conduct Expectations

1. Participants will maintain eligibility requirements for the program while enrolled in the program.
2. Participants will sleep in their designated rooms.
3. Participants will not access the belongings of others without permission.
4. Participants will be courteous to others.
5. Participants will listen to and follow the instructions of the tour director and tour leaders on the tour. Likewise, participants will heed the instructions and warnings of additional tour guides and facilities visited on the tour.
6. Participants will participate in all planned tour activities.
7. Participants will use the buddy system. No participant is to leave the hotel or other travel location on their own.
8. Participants will not use dating applications or other meet-up methods while on tour.
9. Participants will not get any piercings, tattoos, or other body modifications while on tour.
10. Participants will act in a manner that represents themselves, their country, and their college appropriately.

Liabilities

Participants participating in the study abroad program are subject to the liability clauses of both the College and the tour company hosting the tour associated with the program.

Travel insurance is provided through the tour company hosting the tours associated with the program. Students are required to obtain travel insurance. Travel insurance is paid with the initial deposit for the tours associated with the program.

It is the participant's responsibility to inform the program coordinator of medical conditions and allergies prior to travel. Participants are responsible for bringing any required medications needed during the time of travel. Prescription medications should be packed in the original prescription container or packaging with the participant's name on it while on tour. Any participant who requires medical equipment and potentially questionable prescriptions (such as narcotics) should also travel with documentation from their medical professional.

Tour companies hosting the tours associated with the program may provide accommodations for participants with food allergies. Participants should contact the tour company to discuss allergy and medical accommodations.

All participants are required to read and sign the Release and Waiver of Liability and Program Participation Agreement for Beaufort County Community College Education Abroad Programs.

By registering for a tour via the study abroad program, participants understand they are signing a liability waiver with the hosting tour company. Liability information for tour companies is available for view on the tour companies' websites and from the BCCC Study Abroad Program coordinator.

All participants are asked to sign the BCCC Media Consent & Release Form.

Program Preparation

Approval deadlines

Study Abroad tours are planned prior to September of the school year proceeding the travel. For example, the 2018 tour to Germany and France was planned by the coordinator in August of 2016. A fall semester Board of Trustees approval for a travel destination allows participants to take advantage of travel company-sponsored scholarships and discounts. Likewise, participants can make smaller monthly payments on their travel over a longer period of time, further reducing the financial burden of participation in the program.

Following approval from the coordinator's Dean, the request is then sent to Senior Staff for approval. Following Senior Staff approval, the request is sent to the Board of Trustees for approval. Following Board of Trustees' approval, the program coordinator begins recruitment for the tour.

Faculty and Staff Participants

Additional faculty and/or staff who request to teach in conjunction with program must be able to clearly convey how travel or the activities at the travel destination will be connected to the subject matter of the course. Any curriculum course may be considered for the program. Requests are evaluated based upon the enrollment trends of the specific course and for the specific destination being considered.

For example, for the 2018 program, the mechanical engineering technology instructor inquired about how to incorporate international studies into the program. Following a study of offerings from the program's travel companies, the instructor articulated how a tour focused on green energy in Germany and architecture in France would benefit his students, both through the duration of the class and when they enter the workforce.

To be considered for an instructional position for a study abroad tour, an employee must meet the following qualifications:

- Must request for participation in the program at least two years in advance of the desired year for travel.
- Must be a full-time employee at Beaufort County Community College.
- Must have some experience with international travel or international studies and display confidence in traveling with a group.
- Must be a team player and prepared for additional responsibilities for students beyond the norm of a classroom environment.
- Must be able to articulate a clear connection between the program's travel destination and a specific course that they would like to offer in conjunction with the program.
- Must meet with the program coordinator to discuss their goals for participation in the program and which course they would like to teach.
- Must obtain permission from their supervisor and the vice-president of academics

- for permission to travel and offer a course in conjunction with travel.
- Must be able to pay for travel expenses associated with the program. These expenses are greatly reduced for employees who recruit students for the program and its associated courses. A full account of these details for each tour is available from the program coordinator.

Any BCCC employee who meets basic travel requirements may travel with the program. However, non-teaching faculty and staff are responsible for paying for their travel in full. All faculty and staff, whether teaching on tour or not, must obtain permission from their direct supervisor before registering for a tour with the program.

Appendix

Application Check List

Study Abroad Contract

Emergency Contact Information Sheet

Release and Waiver of Liability and Program Participation Agreement

Media Consent & Release Form



Study Abroad Application Check List

Student Name _____

Student I.D. _____

Student Email _____

Contact Phone Number _____

Stage 1: Screening

Please initial below

- _____ The student has met with their academic advisor to discuss study abroad.
- _____ The student has completed 12 hours of academic credits at BCCC prior to the tour dates.
- _____ The student has a minimum GPA of 2.5.
- _____ The student has or can obtain a valid passport.
- _____ The student has not been convicted of a felony.
- _____ Student has scheduled an appointment and met with the program coordinator.

Stage 2: Pre-travel

Please initial below

- _____ Develop a plan for courses of study with academic advisor
- _____ Provide proof of cost and financial funding to study abroad
- _____ Provide proof of medical insurance
- _____ Review and sign applicable Memorandums of Understanding for study abroad
- _____ Review and sign Study Abroad Contract
- _____ Provide emergency contact information
- _____ Review and sign Study Abroad Release and Liability Waiver



Study Abroad Contract

CONDITIONS FOR ENROLLMENT

I, _____ (print full name), am a student enrolled in a BCCC Study Abroad Program or a BCCC-approved Study Abroad Program. I am acting as a representative of Beaufort County Community College and the United States of America.

I understand that I must deliver to the study abroad coordinator a signed copy of the Study Abroad Contract prior to the start of a Study Abroad Program and before leaving the BCCC campus.

| A. Behavioral Responsibilities | Initials |
|---|-----------------|
| I am aware of the expected behavioral responsibility while participating in this program. | |
| I hereby assure the College that I shall conduct myself in an appropriate manner which does not infringe upon the customs and morals of the country in which the program is being conducted, nor upon the rights and safety of myself and of other participants of the program. | |
| Behavioral responsibilities shall be applicable during the course of 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 BCCC's policies and procedures. Inappropriate behavior is cause for dismissal from the program without refund. | |
| Illegal Drugs: I understand that the use or possession of illegal drugs during the program or being knowingly present in instances of use or possession of illegal drugs during the program is cause for immediate dismissal from the program without refund. | |
| Involuntary withdrawal: I acknowledge that return passage and all other expenses incurred by an involuntary withdrawal from the program shall be my sole and exclusive financial responsibility. | |
| B. Academic Responsibilities: | Initials |
| Class Attendance: I am required to attend all regularly scheduled classes, tours, and other group activities. | |
| Course Registration: For study abroad programs, I will inform my academic advisor of my plan to study abroad. I am aware that the study abroad coordinator or appropriate faculty member will register me for the courses I plan to take in conjunction with the program. | |

| | |
|---|-----------------|
| C. Financial Responsibility: | Initials |
| Application Fee: I must pay any applicable fees required by BCCC or tour companies used to facilitate tours for the study abroad program. | |
| Cancellation Policy: If I decide to withdraw from a BCCC-developed program within two months prior to the start of the program, I agree to pay any fees or costs incurred specified to the study abroad program both locally and internationally. | |
| Program Fees: I am responsible for the applicable program fee, which may include tuition, room and board, and other expenses as outlined in the program information. | |
| D. Medical Responsibilities: | Initials |
| I acknowledge that there are certain risks inherent in international travel and that BCCC cannot assume responsibility for the provision of medical services to its students. | |
| I am expected to have consulted with a medical doctor with regard to my medical issues or needs. | |
| Further, I am aware that BCCC cannot be responsible for attending to any of my medical needs. | |
| I am aware that should I be required to be hospitalized while in a foreign country or in the United States during the program, that BCCC cannot and does not assume legal responsibility for payment of such costs. | |
| I hereby declare to BCCC that I have assumed all risk and responsibility and I have adequate insurance to meet any and all needs for payment of hospital costs during the course of the study abroad program. | |
| E. Health Insurance: | Initials |
| I understand that all I am required to maintain sufficient health, accident, disability and hospitalization insurance while participating in this program. | |
| BCCC shall not assume responsibility for student medical expenses. Participants in programs through sponsoring institutions and organizations may be required to enroll in a specific insurance plan designated by the institution or organization. | |
| F. Consent to Emergency Medical Treatment: | Initials |
| I acknowledge that on rare occasions an emergency may develop which necessitates the administration of medical care, hospitalization, or surgery. I authorize that emergency treatment can be completed, to secure any necessary treatment deemed appropriate, including the administration of anesthetics and surgery. | |
| Also, I hereby authorize host institution to inform my emergency contacts or authorized representative(s) or agent(s). | |

| | |
|---|-----------------|
| G. Students with Disabilities: | Initials |
| I acknowledge that the absence in some countries of laws mandating equal access for individuals with disabilities affect their ability to provide accommodations in certain locations. | |
| H. Release from Liability: | Initials |
| I agree that BCCC, its officers, employees, agents and representatives shall not be liable for any claims, demands, liabilities, costs, or causes of action based upon or arising out of any illness or injury (including death) or property loss or damage, deviation, delay or curtailment, however caused, which I may suffer in connection with enrollment or participation in any study abroad program. | |
| I. Indemnification: | Initials |
| I shall indemnify and hold harmless BCCC, its officers, employees, agents and representatives from any and all claims, demands, liabilities, costs, and causes of action and all expenses incidental to (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 act or omission during enrollment in the study abroad program. | |
| J. Program Cancellation and Withdrawal: | Initials |
| I understand that BCCC reserves the rights to cancel any program without notice, in which event monies paid to the tour company will be reimbursed as per its guidelines. BCCC also reserves the right to decline any application. | |
| K. Pre-Departure: | Initials |
| Pre-departure meetings will be conducted during the school year immediately prior to my participation in the study abroad programs. I am expected attend the pre-departure meetings. | |
| L. Living Arrangements: | Initials |
| I acknowledge that housing accommodations vary from one location to another. Because of the nature of the actual arrangements with institutions and organizations abroad, I may not be free to make my own private arrangements. | |
| I agree to accept the housing provided in the host country, whether it be in a hotel, university dormitory, or apartment, or with a private family. Every effort will be made to accommodate my preference, but this can be done only within the limits of the available housing. | |

| M. Travel tours: | | Initials |
|---|--|-----------------|
| Study abroad for credit programs at BCCC are not leisure travel tours . Credit will be granted for courses that accompany the travel, but no additional credit is granted for the travel itself. | | |
| The study abroad for credit programs, whether in classroom, internship, or service-learning settings, are strictly academic in nature, and students in study abroad programs must expect to invest at least the same amount of time and effort as would be required at home for academic experiences at the same level. | | |
| N. Signatures: | | Date: |
| Student's signature: | | |
| Coordinator: | | |
| Vice President of Academics: | | |



Emergency Contact Information Sheet For Study Abroad Program

Student Name _____

Student I.D. _____

Tour Destination/Dates: _____

1. Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Relation to Student: _____

2. Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Relation to Student: _____

Release and Waiver of Liability and Program Participation Agreement Beaufort County Community College Education Abroad Programs

Student Name: _____

Program Event: _____

Program Dates: _____

Please read all provisions of this Agreement carefully before signing.

1. **Acknowledgment and Acceptance of Risk.** In arranging education abroad programs for students, Beaufort County Community College, ("BCCC"), makes every effort to protect the welfare and safety of the participants. Recognizing, however, that participation in these programs is voluntary and that there are certain inherent risks that participants voluntarily assume, I understand and agree that neither BCCC, its Board members, agents, and employees, nor any cooperating institution, assumes any responsibility for damages to or loss of my property, personal illness or injury, or death to me while I participate in the program. By voluntarily participating in any education abroad program, I freely assume any risk associated with or arising out of traveling, studying, conducting research, engaging in community service, and living abroad.

I further acknowledge that it is my responsibility to review U.S. State Department travel advisories, warnings, or other information available through the State Department (Direct Link: <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html>) and freely assume any and all risks which may arise, concern, or relate to the conditions contained in any advisory statements, warnings or other information. I also acknowledge that I am free to seek out any additional information I may desire before I choose to travel and study abroad. I agree that, as a condition of participating in any program outside of the U.S., my decision to travel and study abroad is solely my choice and that I voluntarily assume any and all related risks concerning such activities, including the risk of needing additional information upon which to make an informed choice about whether to participate in such activities.

2. **Insurance.** I agree that it is my responsibility to ascertain whether I have adequate health and accident coverage and to procure any other insurance coverage as I may deem necessary. Furthermore, I understand that it is my sole responsibility to review such coverage and obtain any additional coverage that I deem appropriate.
3. **Program Changes.** I understand and agree that, although BCCC will attempt to maintain the program as described in its publications and brochures, it reserves the right to change the program, including the itinerary, travel arrangements, or accommodations, at any time and for any reason, with or without notice, and that neither BCCC, its Board members, employees, or agents shall be responsible or liable for any expenses or losses that I may sustain because of these changes.
4. **Removal From Program.** I understand and agree that BCCC reserves the right to decline to retain me in the program at any time if my actions or general behavior, in the sole discretion of BCCC, is determined to impede or to obstruct the progress of the program in any way or if I fail to follow BCCC policies.
5. **Waiver, Release, and Hold Harmless.** I understand and agree that there are unavoidable risks in travel overseas. I do hereby forever and absolutely waive and release any and all claims against BCCC, its Board members, agents, employees, and any tour organizer or

arranger employed by BCCC, arising out of or relating to my participation in the program, including but not limited to, claims for any injury, loss, damage or accident, delay or expense resulting from the use of any vehicle, any strikes, war, acts of terrorism, weather, sickness, quarantine, government restrictions or regulations or arising from any act of omission or any steamship, airline, railroad, bus company, taxi service, hotel, restaurant, school, university, or other firm, agency, company or individual or any other related matter. I also release BCCC, its Board members, employees, and agents and agree to indemnify and hold them harmless, with regard to any financial obligations or liabilities that I may personally incur or any damage or injury to the person or property of others that I may cause, while participating in the named program.

6. **Local Laws and Prohibition of Illegal Drugs.** I understand and agree that breaches of the local law of the host community or country will be referred to and handled by the appropriate law enforcement authorities. Regardless of the laws of any foreign country, I further agree that the use of illegal drugs in any form, as governed by the laws of the State of North Carolina and the United States of America, will not be tolerated and will be grounds for immediate expulsion, total forfeiture of all program fees and loss of all course credit. I understand while I am a visitor in a foreign country, I will be subject to the laws of that country.
7. **Independent Travel And Operation of Vehicles.** I understand and agree that (1) prior to the start of the program, (2) during free time within the period of the program, and (3) after the program ending date; I may elect to travel independently at my own expense. I agree to inform the program leader of my travel plans and understand that I shall be solely responsible for any such travel during any free time. I understand that BCCC strongly discourages students from renting or operating vehicles while participating in education abroad programs. I understand that poor road conditions, different traffic laws and regulations, and varying insurance requirements can make driving motor vehicles in foreign countries extremely hazardous and is not recommended by BCCC. If I rent or operate a vehicle, while participating in any education abroad program, I agree that such activity is totally voluntarily on my part and against BCCC's advice.
8. **Consent To Medical Treatment.** In the event I suffer any injury or illness while participating in any education abroad program, I hereby authorize the representative of BCCC, at my expense, to secure necessary treatment, including, but not limited to, the administration of an anesthetic and surgery, and such medication as may be prescribed. It is further agreed that if my condition so requires, I may be returned to the United States at my expense. I further assume any and all risks associated with or arising from any such medical treatment and agree to waive any and all claims which I might assert against BCCC, its Board members, representatives, or agents for such medical treatment. Notwithstanding the foregoing, this consent to medical treatment does not constitute an obligation on the part of BCCC to secure any such treatment on my behalf.
9. **Damage or Loss.** I understand and agree that I may be charged for damage to or loss of BCCC property. I understand and agree that charges to common areas may be prorated to all program participants. I hereby expressly authorize BCCC to charge me for any damage or loss of BCCC property.
10. **Severability.** I agree that, should any provision or aspect of this Agreement be found to be unenforceable, that all remaining provisions of the agreement will remain in full force and effect.
11. **Governing Law.** I agree that if there is any dispute concerning my participation in the program or the interpretation of this Agreement, any such disagreement shall be determined in accordance with the laws of the State of North Carolina.

12. **Entire Agreement And Modification.** The terms and conditions of this Waiver and Release of Liability represent my complete understanding of the parties hereto with regard to my participation in the program and supersedes any previous or contemporaneous understandings I may have had with BCCC on this subject, whether written or oral, and cannot be changed or amended in any way without the written concurrence of both BCCC and me.

13. **Independent Analysis And Binding Authority.** I HAVE CAREFULLY READ THIS RELEASE AND WAIVER OF LIABILITY AND PROGRAM AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS. I FURTHER ACKNOWLEDGE AND AGREE THAT I HAVE HAD AN OPPORTUNITY TO CONSULT WITH COUNSEL OF MY CHOICE PRIOR TO EXECUTING THIS RELEASE AND WAIVER OF LIABILITY AND PROGRAM AGREEMENT. I ACKNOWLEDGE AND AGREE THAT THIS RELEASE AND WAIVER OF LIABILITY AND PROGRAM AGREEMENT SHALL BE BINDING UPON MY SURVIVORS, HEIRS, SUCCESSORS, AND ASSIGNS. I AM AWARE THAT THIS RELEASE AND WAIVER OF LIABILITY AND PROGRAM AGREEMENT IS A RELEASE OF LIABILITY, INCLUDING BUT NOT LIMITED TO, LIABILITY FOR NEGLIGENCE, AND A HOLD HARMLESS AGREEMENT, AND I SIGN IT OF MY OWN FREE WILL.

14. **Other Releases.** This Release and Waiver of Liability is in addition to and does not revoke or modify any other agreement or release which I may execute in connection with the education abroad program.

15. **Assurances And Consent.** I HAVE READ ALL OF THE ABOVE INFORMATION AND CONSENT TO ALL OF THE FOREGOING PROVISIONS.

I state that I am over the age of eighteen (18) years and am competent to execute this Release and Waiver of Liability.

Name (Please Print): _____

Signature: _____

Date: _____

If a participant is under the age of eighteen (18) years, this Release and Waiver of Liability must be executed by the participant and the participant's parents:

Name (Please Print): _____

Signature: _____

Date: _____

Parent(s)' Name (Print): _____

Parent(s)' Signature: _____

Date: _____

(revised 01/08/14)



Beaufort County Community College

5337 US HWY 264 East, Washington, NC 27889

Media Consent & Release Form

Project _____

I hereby grant my consent to Beaufort County Community College (BCCC) to use all photographs, motion pictures, video or sound recordings of myself taken by BCCC or its agents or employees, in which I may be included in whole or in part, in connection with any activity or ceremony sponsored by or conducted by BCCC, or in connection with any publication, web site, literature, broadcast or promotion published, broadcast, televised or otherwise disseminated by BCCC, its agents, employees, assigns, or licensees, without my prior review or approval and without compensation to me of any nature.

And I hereby release BCCC, its agents, assigns, licensees and employees from any and all claims, demands, damages, suits and obligations otherwise inuring to me on account of the publication, reproduction, use, sales, broadcast, transmission, distribution and dissemination of such materials.

I am 18 years of age or older and I am competent to contract in my own name. I have read this release before signing below, and I fully understand the contents, meaning and impact of this release. I understand that I am free to address my specific questions regarding this release by submitting those questions in writing prior to signing, and I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

Location of Photo: _____

Date: _____

Name (please print): _____

Signature: _____

Signature of guardian (if under 18 years of age) _____