Texas A&M-Commerce
Joe B. Hinton Office of International Programs

Study Abroad Emergency and Liability Forms

Submit these forms to the Office of International Programs,
Ferguson Social Sciences, Room 220
Tel: (903)468-6034

Office of International Programs
Social Sciences, Room 220
Commerce TX 75429
Tel. 903.468.6034
Fax. 903.468.6036

Email: Titilola.Adewale@tamuc.edu
www.tamuc.edu/internationalstudies

Texas A&M –Commerce International Programs - Emergency and Liability Packet

Revised 09/25/2018
Waiver of Liability and Hold Harmless Agreement

1. I _________________, a Texas A&M University-Commerce student have the opportunity to participate in the __________________________program, a study abroad program to take place beginning ______________ through__________________.

2. As a student of Texas A&M University-Commerce, I understand that I am subject to all rules governing the student code of conduct as defined in the Student Handbook. Furthermore, I understand that I will be subject to disciplinary action in accordance with these rules for infractions thereof.

3. In consideration with receiving permission to participate in this study abroad program (herein referred to as ACTIVITY), which is sponsored by Texas A&M-University-Commerce (herein referred to as SPONSOR), a component member of the Texas A&M University System, I hereby RELEASE, WAIVE, DISCHARGE, AND COVENANT NOT TO SUE, AND AGREE TO HOLD HARMLESS for any and all purposes SPONSOR, The Texas A&M University System, the Board of Regents for the Texas A&M-Commerce University System, and their officers, servants, agents, volunteers, or employees (herein referred to as RELEASEES) FROM ANY AND ALL LIABILITIES, CLAIMS, DEMANDS, OR INJURY, INCLUDING DEATH, that may be sustained by me while participating in such activity, or while on the premises owned or leased by RELEASEES. I acknowledge there may be physically strenuous activities. I know of no medical reason why I should not participate.

4. I am fully aware that there are inherent risks involved with ACTIVITY, including but not limited to risks involved in traveling to and within, and returning from, one or more foreign countries; I understand that such travel may be by plane, train, hired bus, or other mode of transportation that may or not be owned or under the control of Texas A&M University-Commerce. As a participant in ACTIVITY, I voluntarily choose to travel by these conveyances. Other risks associated with ACTIVITY include but are not limited to those risks associated with foreign political, legal, social and economic conditions, different standards of design, safety and maintenance of buildings, public places and conveyances; and risks associated with local medical and weather conditions. I have made my own investigation of these risks, and I choose to voluntarily participate in said activity with full knowledge that said ACTIVITY may be hazardous to me and my property. I VOLUNTARILY ASSUME FULL RESPONSIBILITY FOR ANY RISKS OF LOSS, PROPERTY DAMAGE OR PERSONAL INJURY, INCLUDING DEATH, that may be sustained by me as a result of participating in said activity. I further agree to indemnify and hold harmless the RELEASEES for any loss, liability, damage or costs, including court costs and attorney’s fees that may occur as a result of my participation in said activity.

5. I agree to assume full responsibility for my safety and the safety of my property at all times including the time that I am transit to and from the ACTIVITY site. I understand that I may be sometimes traveling in areas having higher than average rates for crime, especially theft of property. I further agree to assume full responsibility for my own safety and the safety of my property at all times while participating in said ACTIVITY.

6. I understand that RELEASEES do not maintain any insurance policy covering any circumstance arising from my participation in this activity or any event related to that participation. As such, I am aware that I should review my personal insurance coverage.
7. It is my express intent that this Covenant Not to Sue and Agreement to Hold Harmless shall bind the members of my family and spouse, If I am alive, and my heirs, assigns and personal representatives, If I am deceased, and shall be governed by the laws of the State of Texas.

8. In signing this Covenant Not to Sue and Agreement to Hold Harmless, I acknowledge and represent that I have read the foregoing Covenant Not to Sue Agreement to Hold Harmless, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements, or inducements apart from the foregoing agreement that has been reduced to writing have been made. I execute this document for full, adequate and complete consideration fully intending to be bound by the same, now and in the future.

SIGNED this _____ day of _______________, ___________.

Participant: ________________________________________________

Printed Name: ______________________________________________

Parent or Legal Guardian: ______________________________________
(If Participant is under 18 years old)

WITNESS: _________________________________________________

Printed Name: ______________________________________________
**Travel Itinerary**

Name: ____________________________________________________________

Program: ________________________________________________________

Period of study: __________________________________________________

Use the following sample to complete the chart below. Begin with the initial city and end with arrival at your final destination. Please be certain to mark whether you will be traveling on a group flight.

**EXAMPLE**

<table>
<thead>
<tr>
<th>Departure City/Arrival</th>
<th>Group Flight</th>
<th>Departure Arrival Time</th>
<th>Airline</th>
<th>Flight Number</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>From: Laredo To: Dallas</td>
<td>No</td>
<td>6:00 am 7:30 am</td>
<td>American Eagle</td>
<td>1203</td>
<td>8/25/03</td>
</tr>
<tr>
<td>From: Dallas To: London, Gatwick</td>
<td>No</td>
<td>4:30 pm 7:00 am</td>
<td>British Airways</td>
<td>210</td>
<td>8/25/03</td>
</tr>
</tbody>
</table>

**Departure Plans:**

<table>
<thead>
<tr>
<th>Departure City/Arrival</th>
<th>Group Flight</th>
<th>Departure Arrival Time</th>
<th>Airline</th>
<th>Flight Number</th>
<th>Date</th>
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</tbody>
</table>

**Passport Information**

NAME: ____________________________________________________________

PROGRAM__________________________ PERIOD OF STUDY__________________________

SEX (M)____ (F)______ STATUS (single)____ (married)

FATHER’S NAME__________________________________________ MOTHER’S NAME____________________

DATE AND PLACE OF BIRTH________________________________________

NATIONALITY__________________________________________ PROFESSION (Student, Lawyer, etc.)

PASSPORT NUMBER__________________________ PLACE PASSPORT ISSUED__________________________

DATE PASSPORT ISSUED__________________________ EXPIRATION DATE__________________________

** Please attach a copy of the passport data page with your picture on it

IMPORTANT: Be sure that the inside cover of the passport is completed and that you have signed your passport before you attempt to use it.

*** Be certain to notify us of your return plans as soon as they are confirmed
Students who participate in a TAMU-Commerce approved study abroad program must purchase health insurance for the duration of their Study Abroad Program. Health insurance coverage (CISI) is offered by the university which is full coverage insurance and is mandated by the Texas A&M University System.

Instructions:

Use this link: https://www.mycisi.com/CISIPortalWeb/default.aspx. Enter sponsor code TAMUS-COMMERCE, the exact dates for your program and your birth date. Rates vary between $1 and $2 per day. When you have completed the enrollment process, you will receive an email with your insurance card in pdf form. Please attach the card with your forms or you can forward the email to Lynda.Weatherbee@tamuc.edu.

I have read and understand the above information. I have health insurance, including repatriation and medical evacuation, which will cover me from ________________ through ________________.

Health Insurance Provider: ____________________________

Policy Number: ____________________________
Health Information
The purpose of this form is to help the Office of International Programs be of maximum assistance to you should the need arise during your study abroad experience. The Office of International Programs may not be able to accommodate all individual needs or circumstances. This information does not affect your admission into the program.

Medical History

Yes ___ No ___ 1) Are you currently in good physical condition. (If no, please explain on the back of this page)

Yes ___ No ___ 2) Do you have any medical conditions that could affect your participation in this program? (i.e. allergies, major injuries, diseases, ailments)

Yes ___ No ___ 3) Are you taking any medications to treat the conditions mentioned above?

Yes ___ No ___ 4) Are you requesting any special accommodations due to physical or psychological conditions?

Yes ___ No ___ 5) Are you a vegetarian or on a restricted diet? (If yes, please explain)

Yes ___ No ___ 6) Is there any additional information (concerning medical conditions or physical abilities) that would be helpful for the program to be aware of? (If yes, please explain).

Date of Birth __________________________ Gender __________________________

I certify that all responses on this Health Form are true and accurate, and I will notify the Office of International Programs of any relevant changes in my health that might occur prior to the start of the program.

________________________________________  __________________________
Signature of Participant                       Date:
By signing this form I certify that I understand that I am responsible for the following duties related to my study abroad. The Office of International Programs does not provide for the duties listed here. My responsibilities are as follows:

1. RULES OF CONDUCT It is the responsibility of the student to observe the same standards and rules of conduct while participating in the programs as they observe while physically on the Texas A&M University-Commerce (TAMU-C) campus (as set forth by the Office of Student Life, code of Student Conduct). Failure to maintain these standards is subject to review by the Dean of Student Services at TAMU-C. When misconduct is deemed serious enough, the student may be required to return to the United States without completing the study abroad program and without completion of course work, credit or grades.

2. ACADEMIC ADVISING It is the responsibility of the student to discuss study abroad with his/her academic advisor to determine which courses should be taken while abroad. The student must file the “Student Study Abroad Academic Advisement Form” form with the Office of International Programs.

3. COURSE AVAILABILITY The availability of courses at the host institution is not guaranteed. It is the responsibility of the student to work with his/her advisor to determine possible classes that can be taken abroad in the event listed courses are unavailable. The Office of International Programs cannot ensure availability at overseas sites.

4. DOCUMENTATION OF COURSE WORK It is the responsibility of the student to request that all transcripts be sent to the Office of International Programs. It is also the student’s responsibility to bring back to TAMU-C information that will demonstrate what work was completed during the study abroad. Materials include syllabi, class notes, special projects, tests, and papers written for each class. These materials are required for the credit approval process.

5. MANDATORY ORIENTATION It is the student’s responsibility to sign-up for and attend a pre-departure orientation given by the Office of International Programs prior to departure.

6. PAPERWORK FOR STUDY ABROAD It is the student’s responsibility to ensure that all of the following items have been filed with the Office of International Programs: TAMU-C Study Abroad Application, All forms from the Emergency & Liability Packet, Copy of the program-specific application, Student Study Abroad Academic Advisement Form

7. NOTIFICATION OF FINANCIAL AID OFFICE It is the responsibility of the student to visit the Financial Aid and Scholarship Offices to finalize arrangements for disbursement of financial aid and scholarship monies before leaving campus.

8. ADDRESS UPDATE It is the student’s responsibility to provide the Office of International Programs updated contact information. The credit process may be delayed if the information on file is incorrect.

9. VISAS AND PASSPORTS The student is responsible for obtaining a passport and the proper visa for the country to be visited prior to participation in a TAMU-C study abroad program.

10. HEALTH INSURANCE/IMMUNIZATIONS It is the responsibility of the student to purchase sufficient health insurance to cover him/her while abroad. It is the student’s responsibility to obtain the necessary shots for travel abroad.

11. SAFETY ISSUES It is the student’s responsibility to check with the web sites for State Department. Travel Advisories to be advised of any travel restrictions for Americans abroad. The web site is www.travel.state.gov/travel_warnings.html.
14. PRE-REGISTRATION FOR RETURN SEMESTER It is the responsibility of the student to pre-register for the semester after his/her time abroad. This may be done via the internet using the student’s registration pin number.

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I understand and accept the responsibilities listed above.

_________________________________________________________________________________________________________

Signature of the Student                                              Date

THE OFFICE OF INTERNATIONAL PROGRAMS WILL KEEP A COPY OF THIS FORM IN YOUR FILE. PLEASE TAKE YOUR
COPY OF THIS FORM WITH YOU WHEN YOU GO ABROAD AS A REMINDER OF YOUR RESPONSIBILITIES.
Please read this form and follow all instructions. FULL DISCLOSURE IS REQUIRED before you will be permitted to participate in any Texas A&M University-Commerce Credit Abroad Program. It is very important that all sections are completed fully and accurately. The information on this form will assist health care providers should you require medical or counseling services during your term abroad. It will also be used to determine any special medical needs you may have when you study abroad. The information provided will be treated confidentially. However, you agree that this information will be used by program administration and given to your faculty director to make the director aware of any special medical needs you may have or medical issues that may affect your participating in the program.

NAME:_________________________________ EMAIL:_________________________________

ADDRESS:____________________________

CITY:______________________________ STATE:______ ZIP_______________

HOME PHONE:________________________ WORK PHONE:____________________

FIRST EMERGENCY CONTACT:

NAME:_____________________________ RELATIONSHIP_____________________

HOME ADDRESS:____________________ EMAIL:__________________________

CITY:______________________________ STATE:______ ZIP_______________

HOME PHONE:________________________ WORK PHONE:____________________

SECOND EMERGENCY CONTACT:

NAME:_____________________________ RELATIONSHIP_____________________

HOME ADDRESS:____________________ EMAIL:__________________________

CITY:______________________________ STATE:______ ZIP_______________

HOME PHONE:________________________ WORK PHONE:____________________

PRIMARY CARE PHYSICIAN:

NAME:_____________________________ OFFICE PHONE:____________________

INSURANCE CARRIER:_____________________________________________________

POLICY NUMBER:_________________________________________________________