



Global Scholars Study Abroad Program CULTURE & LANGUAGE OF ITALY

Eligibility and Application Information

PLEASE READ ALL INFORMATION CAREFULLY

Travel Dates: July 19 – 28, 2013 (Dates are subject to change based on airfare)

Eligibility:

- Must be at least 18 years old
- Be in compliance with department and college policies and free of disciplinary action or progressive discipline action
- Have or be able to obtain a US Passport by March 15, 2013
- Be able to walk at least two miles over difficult terrain (narrow and/or steep steps, cobblestone, gravel, etc.) and lift & carry own luggage.

Additional eligibility requirements for STUDENTS:

- Be declared in a Gateway Associate Degree or Diploma program.
- Have a minimum grade point average of 2.0 (on a 4-point scale) in the program
- Have completed 12 credits

Additional eligibility requirements for STAFF:

- Have been hired prior to December 31, 2012

If selected to participate you will be required to:

- Register for and successfully complete course **141-106 Culture and Language of Italy** (*permission to register required*)
- Meet all deadlines including payment deadlines
- Participate in pre-departure activities including orientations
- Submit a signed Publicity Release Form
- Submit a completed Medical/Emergency Information form. We reserve the right to request additional health information from you and/or a statement from your health care provider verifying your health prior to departure
- Submit a copy of the front page of your passport
- Keep your student account current
- Meet program requirements and comply with any applicable rule, code of conduct, regulation, instruction or law during the program. Noncompliance may result in expulsion from the program, forfeiture of fees, and being immediately sent home at your expense.



How much will it cost? *(all fees are estimated)*

| | |
|--|------------|
| Estimated Program Fees | \$3,085.00 |
| This includes airfare, transportation, lodging, medical insurance, and most breakfasts | |
| Expected out-of-pocket expenses: | |
| Passport (proof of valid passport required) | 135.00 |
| Tuition – Italian Culture & Language 141-106 (3 credits) | 400.00 |
| Meals & spending money (suggested minimum) | 500.00 |
| Total Estimated Expenses | \$4,120.00 |

Financial Assistance

Gateway will pay the expenses for program upfront and your scholarship or professional development funds will be applied directly to those expenses.

- **Students** - the scholarship amount is 50% of the total program expenses not to exceed \$2,000. Based on the estimated expenses you will need to pay Gateway \$1,085.00 (\$3,085.00 – 2,000.00) to cover the remaining program fees. If you are eligible for financial aid, you may use those funds to cover the tuition fees. All other expenses are student out of pocket expenses.
- **Staff** - are eligible for \$500 in professional development funds and tuition reimbursement for the required course. (See Employee Handbook section 5.11 for tuition reimbursement policy) Based on the estimated expenses you will need to pay Gateway \$2,585 (\$3,085.00 – 500.00) to cover remaining program fees. You will need to submit Tuition Reimbursement documentation to be reimbursed for the course tuition once the course is over.

Fee payment schedule

\$75 Deposit

- Paid to Gateway Global Scholars when application is submitted
- Refundable if not approved for the program but is otherwise non-refundable

Course Tuition

- Paid to Gateway and subject to the same payment and refund policies as other Gateway courses. See your student handbook or Registration Office for further information.
- Student account must be current prior to departure.

Program Fees

- Paid to Gateway Global Scholars
- Remaining expenses will be divided into three payments due April 1, May 1, and June 1, 2013

Participants who drop from the program will be held responsible for any unrecoverable fees incurred by Gateway Technical College.

To apply complete pages 4-6 and submit to any Student Services Center with a \$75 deposit.

Who do I contact if I have questions?

Denise Schneider at 262-741-8510 or 262-564-2942 or schneiderd@gtc.edu



GLOBAL SCHOLARS STUDY ABROAD PROGRAM Policy Statements

The following policies govern participation in Global Scholar programs at Gateway Technical College. By submitting an application for a Global Scholar program you are agreeing to abide by these policies.

Payment of Fees and Refund Policy

The following fee schedule and cancellation/refund policy apply to Gateway's Global Scholar programs:

- An application fee must accompany all applications and is refunded only if the participant is not selected for the program.
- Course tuition is paid to Gateway and subject to the same payment and refund policies as other Gateway courses. See Gateway's Student Handbook or Registration Office for further information.
- Other program fees paid to Gateway will be refunded less unrecoverable expenses incurred on the participants behalf upon written notice received prior to the departure date of the intent to withdraw from the program. No fees will be refunded after the departure date.

Participant Program Requirements/Compliance

Participants are expected to meet all requirements of the program including pre-departure and post-trip activities. Failure to meet these requirements may result in expulsion from the program and forfeiture of fees. Furthermore participants are required to comply with any applicable rule, code of conduct, regulation, instruction or law during the program. Noncompliance may result in expulsion from the program, forfeiture of fees, and being immediately sent home at participant's expense.

Statement Regarding Program Changes

Gateway's Global scholar program reserves the right to change the group's itinerary at any time without notice. Gateway Technical College may determine that circumstances within a foreign country require cancellation of the program. The participant must provide Gateway Technical College with advanced written notice if she/he decides to leave the program.

Release of Information

Under the Family Educational Rights and Privacy Act of 1974, we provide certain directory information about participant's enrolled for study abroad. This information includes name, home address and telephone number, home school, major, program and dates of attendance. We make this information available to study abroad advisors or other officials at other institutions. You may elect to withhold any or all of this directory information by notifying our office in writing when the application is submitted.

Exceptions to the above requirements may be granted at the discretion of the International Program Coordinator.



1061601



Global Scholar Study Abroad Application Form CULTURE & LANGUAGE OF ITALY

Applications will be accepted beginning February 8, 2013 until space is filled.

Biographical Information

(Please Print)

Name: _____ Student / Staff ID#: _____

Mailing Address: _____
Street City State Zip Code

E-mail Address: _____

Telephone: _____ Date of Birth: _____ Gender: M F

Student Only

Program: _____

Program Grade Point Average: _____ # of Credits Completed: _____

Staff Only

Your supervisor's signature verifies that you have received approval for vacation time for the dates of travel, tentatively July 19-28, or that the dates fall during your off-semester (instructors may not use release time).

Position: _____ Department: _____

Supervisor's Name: _____ Signature: _____

All Applicants

Must include a \$75 deposit and a signed copy of Gateway's Acknowledgment of Risks / Acceptance of Responsibility Agreement and Release form.

The information contained in this application is correct to the best of my knowledge and I have read and agree to the conditions and policies stated in the application packet, Global Scholar Policy Statements and Acknowledgement of Risks/Acceptance of Responsibility Agreement and Release form.

Signature of Applicant

Date

Name of applicant (please print)



1061602



ACKNOWLEDGMENT OF RISKS / ACCEPTANCE OF RESPONSIBILITY AGREEMENT AND RELEASE

This Acknowledgment of Risks / Acceptance of Responsibility Agreement and Release (“Agreement and Release”) is executed by _____ (“Student”) and is issued to GATEWAY TECHNICAL COLLEGE, INC.

Name of Program/Training: **Gateway Global Scholars – Culture & Language of Italy**

Date(s): **July 19 – 28, 2013**

PLEASE READ CAREFULLY

Student’s desire to participate in the Program

Student acknowledges that he/she is participating in a Gateway Global Scholars program. Student expressly acknowledges that he/she has freely and voluntarily decided to participate in this Program. Student acknowledges receiving the following written materials regarding the Program in which Student intends to participate:

Global Scholars Program Policies, passport requirements, course requirements, and financial information.

Health and Safety

Student understands and acknowledges that:

Student has consulted with a medical doctor with regard to any personal medical needs. Further, Student represents that he/she has no health-related reasons or problems which preclude or restrict his/her participation in the Program.

Student is aware of all applicable personal medical needs, and has arranged, through comprehensive health and medical insurance, to meet any and all needs for payment of medical costs while he/she participates in the Program.

Student understands and acknowledges that the College may, but is not obligated to take any actions it considers to be warranted under the circumstances regarding the Student’s health and safety. Further, Student agrees to pay all expenses relating thereto and releases GATEWAY TECHNICAL COLLEGE from any liability for any actions taken.

Acceptable conduct by Student

Student is aware of the behavior expected while participating in the Program. There is certain behavior that is unacceptable and could lead to possible disruption or discontinuation of Student’s participation in the Program, including, but not limited to loud, boisterous, offensive or otherwise inappropriate conduct, the improper use of alcohol or other drugs affecting student’s participation in the Program, as well as, carrying any firearms or other weapons while participating in the Program. Student shall abide by all policies, rules and regulations established by GATEWAY TECHNICAL COLLEGE and the Program. Student shall also abide by the rules, policies and procedures of any practicum placement. Student assures GATEWAY TECHNICAL COLLEGE that he/she shall act in an appropriate manner at all times. If GATEWAY TECHNICAL COLLEGE finds it necessary to expel Student from participation in the Program, he/she will not receive any refund of Program fees.

Waiver of GATEWAY TECHNICAL COLLEGE’S Liability and Indemnification of GATEWAY TECHNICAL COLLEGE for Risks and Dangers

As a condition precedent to Student’s participation in the Program, Student agrees to exercise reasonable care at all times with respect to the safety of Student’s own person and personal property, and with respect to the safety of other Students and their personal property. Student understands, however, that there are certain dangers, hazards, and risks inherent in the activities included in the Program. Student acknowledges that participation in the Program may involve the risk of damage to property, bodily injury, and, in some cases, even death. Neither GATEWAY TECHNICAL COLLEGE, nor the Program’s Educational Coordinator, assumes any responsibility for such personal injuries or property damage. Student further acknowledges that he/she is at least eighteen (18) years of age, and is competent to sign this document. If Student is a minor under the age of eighteen (18) years of age, the parent and/or guardian acknowledges they are competent to sign this document on behalf of the Student.



**ACKNOWLEDGMENT OF RISKS / ACCEPTANCE OF RESPONSIBILITY
AGREEMENT AND RELEASE**

Accordingly, Student, for him/herself and the Student’s spouse (if applicable), heirs, assigns, related individuals and related entities, does hereby waive, release, absolve, discharge and agree to hold harmless GATEWAY TECHNICAL COLLEGE and its Board of Trustees, directors, officers, employees, teachers, agents and insurers, and the Program’s Coordinator (collectively, the “Released Parties”), from and against any and all rights, claims, demands, causes of action, obligations, suits, liens, damages, or liabilities of any kind and character whatsoever, whether known or unknown, suspected or claimed, which the Student shall, or may have, in the future against the Released Parties arising out of, based on, related to, or connected with, the Student’s enrollment and participation in the Program. Student also agrees to indemnify and hold the Released Parties harmless from the payment of any and all judgments, settlements, costs, disbursements and attorneys’ fees that are associated with the Released Parties having to defend or investigate any claim, action or proceeding of any type whatsoever arising out of the Student’s enrollment or participation in the Program, including, but not limited to, claims for breach of contract, negligence, strict liability, or otherwise. This indemnification obligation and Agreement and Release does not, however, absolve the Released Parties from any liabilities, damages, costs, disbursements and attorneys’ fees incurred due to its intentional or reckless conduct.

Student understands that if any fact with respect to which this Agreement and Release is executed is found hereafter to be other than or different from any fact now believed by Student to be true, Student expressly accepts and assumes the risk of such a possible difference and agrees that this Agreement and Release shall be and remains effective not withstanding such difference in facts.

Governing Law: Forum

Student agrees that this Agreement and Release shall be construed in accordance with the laws of the State of Wisconsin, which shall be the forum for any lawsuits filed under, or incident to, this Agreement and Release. The terms and provisions of this Agreement and Release shall be severable, such that if a court of competent jurisdiction holds any term to be illegal, unenforceable, or in conflict with any law governing this Agreement and Release, the validity of the remaining portions shall not be affected.

Other Provisions

The Released Parties are granted permission to authorize emergency medical treatment, if necessary, and that such action by the Released Parties will cause them to assume no responsibility for any injury, damage or medical expense which might arise out of, or in connection with, such emergency medical treatment.

It is the Student’s express intent that this Agreement and Release shall bind the members of the Student’s family and spouse (if applicable); and if the Student is deceased, it shall be deemed as a release, waiver, discharge, and covenant not to sue the Released Parties by the Student’s family and spouse (if applicable), for any matter arising out of Student’s participation in the Program.

By signing this document, Student acknowledges and represents that he/she is fully informed of the contents of this Agreement and Release. By reading it before signing it, and by signing this document as the Student’s own free act, Student confirms that no oral representations, statements or inducements, apart from those made herein, have been made.

**This Agreement and Release requires you to give up substantial legal rights.
Please read and understand this document before you sign it.**

Participant Signature

Date