



Office for International Study

Smith Program Abroad Participation Agreement

Please complete and return to the Office for International Study by March 23, 2015. Please keep a second copy for your records.

Full Name: _____ Program: _____

I have read, and understand and agree to, the following:

1. I understand that to guarantee a place in a Smith Program Abroad, I must submit a deposit of \$500 to the Office for International Study by March 23, 2015. (Checks should be payable to Smith College.) This deposit is non-refundable, and will be credited toward the full cost of the program.
2. If I decide at any time to withdraw from the program, I will notify my program Director, Class Dean and the Smith College Office for International Study. I understand that withdrawal from the program may result in withdrawal from Smith College for the full academic year. Academic credit for coursework undertaken prior to withdrawal is only earned if all assignments and exams are completed in a timely manner before withdrawing from the program and at the discretion of the Director and Dean for International Study. I also understand that if I withdraw from the program at any time I will be responsible for any non-recoverable expenses or payments made on my behalf such as travel stipends, room and board and local travel; and that the information about the institutional refund policy (including information related to adjustments of institutional charges and financial aid) can be found in the Smith College Catalog.
3. As a member of a Smith College program, I will conduct myself in a manner compatible with the program and its reputation, with local laws and regulations, and with Smith College regulations for student conduct. (<http://www.smith.edu/sao/handbook/socialconduct.php>) In cases of academic or personal misconduct the Director has the right and responsibility to implement a range of sanctions and in severe cases, in consultation with the Smith College administration, may require my withdrawal from the program. In the case of my involuntary withdrawal, no credit will be granted and no fees will be refunded.
4. The Director, in consultation with the Dean for International Study and, if necessary, other Smith College administrators or faculty, has the final authority to determine the number of credits I will be granted for my academic work while in the program and the American grade equivalents for grades assigned by the faculty responsible for my courses.
5. During program breaks and vacation times, the Director and Smith College assume no responsibility for program participants. The supervision of the director and responsibility of Smith College ends with the close of the academic year.
6. I understand that Smith College and its authorized representatives will make a good faith effort to provide an academic program that will satisfy student needs and requirements, but cannot guarantee that any particular courses will be offered at program sites, and may for good reasons modify the program at any time during the academic year.
7. I understand that enrollment in this program is conditional upon signing the Smith College Acknowledgement of Risk, Release, Indemnification and Hold Harmless Agreement. By signing below, I confirm that I have read and understand the risks associated with international study.

I ACCEPT ___ I DECLINE ___ Signature _____ Date _____