A-7 Terms of Participation Contract

The ‘International Activity Terms of Participation Contract’ contained on the following page is valid, however SFU recognizes that Activity Leaders or Activity Sponsors may have additional requirements that they may wish to include in a Terms of Participation contract.

If you would like to modify the Terms of Participation Contract below, please contact the Travel Safety Coordinator for assistance (778-783-3560 or srs-travel@sfu.ca), to ensure that no critical language is removed.
International Activity Terms of Participation

I, ______________________________ (full name) ___________________ (SFU student number) plan to travel to ___________________ (country) to participate in the following International Activity:
☐ Athletics
☐ Conference
☐ Exchange
☐ Field School
☐ International Co-op
☐ Joint Degree / Dual Degree
☐ Practicum
☐ Research
☐ Other (please list) _______________________________

I understand and acknowledge that the following terms of participation will apply during my International Activity, and I agree to the following:

1. **Pre-travel Registration.** Before departing from Canada, I will complete all steps of the registration process on both SFU’s **International Travel Safety Registration System** and the **Registration of Canadians Abroad**.

2. **Pre-departure Orientation.** I will be required to complete a mandatory pre-departure orientation program through either International Services for Students, Safety and Risk Services or my department. As critical information is relayed to students during the orientation, students who do not complete the orientation (including all sessions and related course work) will not be allowed to participate in the International Activity.

3. **Tuition and Fees.**
   a. I will continue to pay all tuition and fees to SFU. As an International Activity participant, I may be eligible to opt out of the UPass BC Program for each term that I am abroad.
   b. I will be personally responsible for all costs associated with my participation in the International Activity, including but not limited to, costs for: medical insurance, travel insurance, property insurance, passport or visa requirements, books and supplies, additional fees at the partner institution such as student union or recreation expenses (if applicable), immunizations/vaccinations/prophylaxis, meals, local and international transportation, all personal expenses, and costs incurred during the optional period of independent travel.

4. **Academic Issues.**
   a. If I have any outstanding fees or enrollment blocks with SFU by the start of my International Activity or the enrolment period it is associated with, I will not be eligible to enrol/participate in the International Activity. This will impact eligibility for financial aid and other related matters.
   b. While participating in the International Activity, I will be subject to the academic regulations and codes of conduct of the host institution (if applicable) as well as those of SFU.
   c. I understand that the Activity Sponsor for my International Activity is able to set additional Academic Requirements, before, during and after participation in an International Activity.

Please retain a copy of this document for your reference. (Page 1 of 3)
5. Insurance.
   a. I have been advised by SFU that it is my responsibility to purchase sufficient primary medical insurance (e.g. through British Columbia’s Medical Services Plan or another provincial health plan) and secondary medical insurance to cover medical contingencies while in the destination country and while travelling.
   b. The Simon Fraser Student Society (SFSS) Undergraduate Health/Dental Plan and Graduate Student Society (GSS) Health/Dental Plans provide secondary coverage and travel coverage for the International Activity (provided I am a degree-seeking student at SFU and have not previously opted out of the plan during the current academic year). If I choose to rely on the plans listed above for either my secondary medical insurance and/or my travel insurance, it is my responsibility to read the fine print of such plans and ensure that such plans provide adequate coverage for my personal insurance needs.
   c. It is also my responsibility to purchase appropriate levels of travel insurance, liability insurance and property insurance.
   d. I understand that some countries/regions and/or certain institutions or activities (e.g. scuba diving) may require specific health insurance coverage and it is my responsibility for ensuring that I have appropriate medical coverage.

6. Financial Aid and Awards. I will be responsible for obtaining advice and information from the SFU Financial Aid and Awards Office for financial aid (loans, bursaries, scholarships, etc.) prior to, during, and following my International Activity. I will be responsible for retaining a copy of this document to submit to the SFU Financial Aid and Awards Office if applicable.

7. Post-International Activity Promotional Expectations. I agree to the promotional expectations of my International Activity, as laid out by the Activity Sponsor prior to my departure from Canada.

8. Disclosure of Personal Information. I agree to the Disclosure of Personal Information as laid out by the Activity Sponsor prior to my departure from Canada.

   a. During the International Activity the cultural expectations will be different and behavioural expectations will be higher than they may be on a Canadian campus. The laws and legal system as well as modes of behavior, dress, cuisine, habits, expectations and styles of interpersonal communications are all likely to be markedly different from the Canadian experience. I understand that I will be held to a very high behavioural standard while participating in the International Activity and I will conduct myself accordingly, recognizing that I will be seen as a representative of SFU and of Canada.
   b. SFU may end my participation in the International Activity if I: contravene the laws of the host country/region; jeopardize the safety of others; seriously disrupt the International Activity for any of its participants; detract in a substantial way from the purpose of the International Activity; or, contravene the rules and regulations established in good faith by the Activity Leader (if applicable).

10. Withdrawal From / Termination of International Activity.
   a. I may withdraw from the International Activity at any time prior to departure without affecting my status as a student at SFU (provided that I notify SFU in writing prior to such withdrawal).

Please retain a copy of this document for your reference. (Page 2 of 3)
b. SFU reserves the right to terminate my participation in the International Activity for cause (e.g. non-payment of tuition or other fees in arrears to SFU, required to withdraw from SFU, failure to comply with these terms of participation, providing false information, having a record of academic dishonesty, etc.) and they would then have no obligation upon termination to place me in any institution with which SFU has a contractual relationship.

c. If I withdraw from or am removed from the International Activity I must leave the program/group immediately and I will be personally responsible for organizing return travel to Canada and all associated costs.

d. If I am removed from the International Activity I may have a right of appeal (depending on the nature of the International Activity and other regulations governing it), and such right must be exercised within three calendar months of my date of removal from the International Activity.


a. If I wish to receive accommodation for a disability (physical or mental) during the International Activity, SFU strongly recommends that I register with the SFU Centre for Students with Disabilities and inform them of my plans to participate in an International Activity at least 3 months in advance of my departure from Canada. This will provide the parties sufficient time to make arrangements.

b. It may be beneficial for me to disclose to the Activity Leader, Activity Sponsor, and/or fellow participants, any medical conditions (physical or mental) that I may have, but doing so would not make him/her/them, or SFU, responsible for my health and wellness.

c. I am solely responsible for my own personal health and wellness while participating in an International Activity. This includes, but is not limited to, obtaining all necessary vaccinations/prophylaxis in advance of departure, bringing sufficient personal medical supplies (including prescription medication, medical equipment/devices and certification when necessary) and verifying the legality of any medications or medical devices in the destination countries or any countries that I may be transiting through.

12. Release. I understand that although SFU has taken reasonable care in selecting any host institution in accordance with its own requirements, my participation in the International Activity is at my own risk. I hereby release SFU from any and all liability for any loss, damage, expense, or personal injury that I may incur, or that a third party may incur, as a result of my participation in the International Activity and I agree to indemnify SFU from any and all liabilities of every nature and kind with respect to my participation in the International Activity.

I confirm that I have read and understood the Terms of Participation and accept its terms. If you are younger than nineteen years of age your parent or guardian must also sign below.

___________________                 _____________________            Date: _______________________
Student Signature                          Student ID Number

I consent to my child participating in this international activity, and I confirm that I have read and understood the Terms of Participation and accept its terms.

_____________________________ Relationship to Child: ___________ Date: _______________________
Parent/Guardian Signature

Please retain a copy of this document for your reference. (Page 3 of 3)