

## Yale T&Cs

### Application Process for ISSOS at Yale

ISSOS International Terms & Conditions for ISSOS at Yale, USA (Updated 01/09/2023)

By making an application to study at our USA campus ("Application"), the parent and/or guardian of the Student applying and/or attending ("Parent and/or Guardian") and the student making the Application ("Student"), any other third party involved with arrangements or payment ("Third Party Payer") for the Student accept that these terms and conditions ("Terms and Conditions") and any Schedules thereto.

These Terms and Conditions together with the Rules and Regulations and all other documents referred to in, and contained in the Schedule to, these Terms and Conditions, form the contract between the Student, the Parent and/or Guardian, any Third Party Payer, and any other third party involved with arrangements for the Student and ISSOS USA, Inc, a North Carolina corporation ("ISSOS"), together the parties ("Parties").

To make an Application, the following steps should be followed. ISSOS may require further information and payment from the Student and the Parent and/or Guardian and we will request this but these steps are a summary of the initial process.

#### STEP ONE

Read the below Terms & Conditions and Rules & Regulations contained in this document.

#### STEP TWO

Complete the application form.

#### STEP THREE

Arrange for the payment of the registration fee, being our non-refundable administration fee of \$500 (plus any charges payable for receipt of the fee in a different currency, which charges we will confirm) ("Registration Fee"). The Student's place will not be reserved or processed until the registration fee has been received. Registration Fee payment details:

Pay Online: Our online payment option can be found on our website (<https://landing-pages.flywire.com/landing/issosinternationalsummerschools>).

To see ISSOS payment providers terms of use please visit <https://www.flywire.com/legal/terms-of-use>. All Parents and/or Guardian and third parties making payment for and on behalf of a Student (Third Party Payer) should read and familiarise themselves with these Terms and Condition and with the terms and conditions for ISSOS payment providers. In particular Parents and/or Guardians and Third Party Payers should note values 5.9 that details refunds made and how currency conversion may affect the amount received. Please note, all payments must go through Flywire (where you can select Credit Card or Bank Transfer payments) - in line with money laundering and FSA regulations we cannot give out our bank details for payment via any other avenue.

Please note that the Registration Fee is non-refundable. Once a place has been offered to a Student, the Registration Fee is non-refundable in any circumstances. The only exception to this is if we do not offer a place to a Student, the registration fee will be refunded to the payer within 14 days of our receiving it.

#### STEP FOUR

As soon as ISSOS has received and approved an application, and received the registration fee, we will send to the Parent and/or Guardian and Student

- An email confirming the place;
- Instructions On how to sign up to the Parents Portal, where all important information can be accessed.
- Links to an information booklet for Parents and/or Guardians; and
- Students' information booklet & important travel information
- Reminders to fill out student questionnaire and travel information by May 1st.

Please do not hesitate to contact us if you have any questions regarding the application process.

#### INTRODUCTION

At ISSOS the safety and welfare of our Students is our highest priority. All of our Students are offered exceptional opportunities and freedom to flourish. However, it is important to note that with these freedoms come responsibilities. If ISSOS determines that Students have broken any of the Terms and Conditions and or the Rules and Regulations, or have compromised the safety of themselves, another ISSOS Student or anyone else on or related to the programme, we reserve the right to send Students home immediately without refund. In that event ISSOS will have no liability for any additional costs incurred by the Student, Parent and/or Guardians, nor Third Party Payers nor anyone associated with the Student, including but not limited to: additional costs for flights and other travel; accommodation; loss of opportunity, loss of profit, loss of income; restriction to third party holiday, work, business or other plans. All Rules and Regulations will be strictly enforced by ISSOS. By applying to ISSOS, Students agree to abide by the Rules and Regulations set out in these Terms and Conditions and any additional rules and regulations detailed on arrival.

## TERMS & CONDITIONS

### APPLICATION

By making an Application to study at one of our campuses, whether in the UK or abroad, the Parent and/or Guardian and the Student making the Application, any Third Party Payer and any other third party involved in the Student's Application (which third party should be provided with a copy of these Terms and Conditions by the Parent and/or Guardian and their involvement with the Student and their Application should be intimated to ISSOS by the Parent and/or Guardian) accept and agree to adhere to that the Terms and Conditions.

#### 1. APPLICATION

By making an Application to study at one of our campuses, whether in the UK or abroad, the Parent and/or Guardian and the Student making the Application, any Third Party Payer and any other third party involved in the Student's Application (which third party should be provided with a copy of these Terms and Conditions by the Parent and/or Guardian and their involvement with the Student and their Application should be intimated to ISSOS by the Parent and/or Guardian) accept and agree to adhere to that the Terms and Conditions.

#### 2. INTRODUCTION

The Terms and Conditions together with any documents referred to herein and together with the Schedule and any documents contained therein form the contract between the Student, Parent and/or Guardian and ISSOS

#### 3. JOINT AND SEVERAL LIABILITY

The Parent and/or Guardian, any Third Party Payer and the Student are jointly and severally bound by the Terms and Conditions ;

#### 4. ACCEPTANCE OF TERMS AND CONDITIONS

The Parent and/or Guardian and Student have must each read the Terms and Conditions and in doing so the Parent and/or Guardian undertakes that they will procure that the Student adheres to them and the Student agrees to adhere to the terms and Conditions and to any documents contained or referred to in them, in particular the Rules and Regulations;

#### 5. ACCURACY OF INFORMATION

All information supplied by the Student and/or by any third party for or in respect of the Student, including the Parent and/or Guardian, in connection with the Application or subsequent period of study at a campus as the result of a successful Application, the Student is accurate, complete and true and the Student or Parent and/or Guardian will inform ISSOS of any changes to such information, in particular of;

a) new or existing medical conditions;

b) travel plans which are relevant to the ability of ISSOS to cater for and look after the Student;  
and

c) any changes to the contact details of the Parent and/or Guardian;

## 6. NOT TRANSFERABLE

The Application relates to a specific summer study session ("Summer Programme") is for a specific location ("Campus") and is made for the Student. An Application cannot be transferred to another named individual. In addition the payment made to secure the place of the Student at a Summer Programme cannot be transferred to another Student, or another Summer Programme. In addition, the Summer Programme and year applied for cannot be transferred to another date or Campus. Any such request to transfer will be treated as a cancellation and a new Application will require to be made and a new non-refundable Registration Fee paid. In those circumstances, no refund will be made for any cancelled places, all per the Terms and Conditions.

## 7. CONTACT INFORMATION AND AVAILABILITY

The Parent and/or Guardian must be contactable on the telephone numbers provided in the Application throughout the Student's time travelling to, attending and returning from the Summer Programme, including any additional time due to circumstances arising where the Student has to leave the Summer Programme early or is delayed, as referred to in the Terms and Conditions. In addition, a current mobile phone number for the student must be provided and we request that students have a suitable roaming policy so that they can be contacted while travelling to and from ISSOS.

## 8. CONSENT

Only the consent of the Parent and/or Guardian will be accepted and no third party consent will be accepted for the Student to attend the Summer Programme;

## 9. INDEMNITY

The Parent and/or Guardian and the Student indemnify ISSOS and will keep ISSOS indemnified against any claims, costs, proceedings, demands, losses, damages, expenses or liability whatsoever arising as a result of the Parent and/or Guardian or Student's breach of the Terms and Conditions, including any violation of the Rules and Regulations.

## 10. DESCRIPTION

ISSOS will run the Summer Programme in accordance with the descriptions most recently published on the ISSOS website, but reserves the right to make any amendments to any of the Summer Programmes at ISSOS' sole discretion and in such a manner as it considers appropriate.

## 11. LIABILITY

In the event ISSOS is unable to carry out any provision of the Terms and Conditions for any reason which in their opinion, which reason and opinion is at the sole discretion of ISSOS, is beyond their control including, but not limited to: Act of God; legislation; military intervention or other military action; war; fire flood, drought or any other climate or weather related occurrence; ; late delivery of materials or services; failure of power supply or any other utility including any issue with the expected constant or sufficient supply of a utility; , failure of a

third party to deliver goods / services; lock-out; strike or other industrial action; localised or global incidents; break out of any disease, virus, conditions;; local and global endemic and/or pandemic; activist, terrorist or suspected terrorist or activist attack; chemical or biological attack; travel issues resulting in staff and/or services being unavailable.

ISSOS: a. shall be under no liability to refund any payments made (and may seek payment or recovery of any payments due to be made); and b. will not be responsible for any consequential or other losses and/or damages, including but not limited to: indirect losses; loss of and/or increased cost of other travel, accommodation, deposits; additional costs or inconvenience; loss of profit; loss of opportunity

## 12. APPLICATION PROCEDURE

If a Student's Application for a Summer Programme is accepted , the Student's attendance at that Summer Programme is always subject to the following conditions:-

- space on the Summer Programme being available for the Student;
- receipt of fully completed Application Form; and
- receipt of the Registration Fee.

In the event ISSOS do not offer the Student a place on the Summer Programme, the Registration Fee will be refunded within 14 days of receipt.

Once a place has been offered to a Student, the Registration Fee is not refundable in any circumstances. In the event we do not offer a place to a Student, the Registration Fee will be refunded to the Student within 14 days of initial receipt of the Registration Fee. The additional sums payable to ISSOS for the Summer Programme ("Programme Fee") must be paid in full in terms of the Terms and Conditions before a Student can attend a Summer Programme.

## 13. NOT INCLUDED IN THE PROGRAMME FEE

13.1 Any and all transport for the Student to and from the Campus, (including but not limited to airport transfers outside stated times and from any airport other than those specified by ISSOS), spending money, souvenirs, stationery lunch on full-day cultural trips and any other items the Student may wish to buy not supplied by ISSOS are not included in the Programme Fee.

13.2 Any medical expenses incurred during or in relation to travel to and from the Summer Programme, including travel to or away from the Summer Programme and in any period out with the Summer Programme where the Student is still unable to or is in the process of traveling to or from the Summer Programme, even if there are delays or overnight and residential stays during that period, are not included in the Programme Fee. If any of those sums are covered by insurance or have to be claimed from insurance, they must be paid for by the Student, the Parent and/or Guardian and/or a Third Party Payer in the first instance.

13.3 Any additional accommodation and/or expenses incurred if a Student has to remain in the country of the Summer Programme because they are prevented from getting back to their own country, for any reason, are not included in the Programme Fee.

13.4 Lost luggage retrieval: In the event that an airline loses a student's luggage, it is the responsibility of the Parent or Guardian to contact the airline or airport to arrange the return of the luggage. The airline will not communicate with ISSOS or members of our head office regarding lost items - this is the airline and airport's policy. ISSOS staff cannot go to the airports to retrieve lost items under any circumstances.

#### 14. INCLUDED IN PROGRAMME FEE

Subject to the exclusions referred to above, the Programme Fee includes: medical insurance for the Student; accommodation at the Campus for the Summer Programme; full board, tuition at the Campus as part of the Summer Programme; excursions (that being the cost of the excursion itself and the travel to and from the Campus to the excursion site(s) but no additional costs such as lunch, sustenance during a full day excursion or any other purchases made while on the excursion that the Student may wish to make), airport transfers if a Student arrives within ISSOS stated timeframes and at an airport as specified by ISSOS; ISSOS T-shirt; Clan T-shirt; Lanyard. An academic report and certificate of completion will be sent after the Summer Programme is complete.

#### 15. PAYMENT SCHEDULE

The Registration Fee is payable by the Student when the application is submitted. The balance of the Programme Fee is due within 21 days of notification of acceptance of a Student to the Summer Programme. Any Student who is permitted to apply after the application deadline of May 1st must pay the full fee (Registration Fee plus Programme Fees) at the time of submitting the Application.

Full payment of the Registration Fee and Programme Fee must be received within 21 days of acceptance to the Summer Programme to confirm the Student's place. If this is not received within 21 days, ISSOS reserves the right to decline the Application and cancel the Student's place, at which point no refund of the Registration Fee will be made.

The Student, the Parent and/or Guardian and/or a Third Party Payer is liable for any bank and/or admin, transfer or other penalties, interest and charges applied to payments and must ensure they are paid in addition to the payment which is to be sent to ISSOS or this may result in cancellation by ISSOS of the Student's Applications, as above.

Payments made in any currency except United States dollars ("USD") are done so at the exchange rate applied on the date of transaction and is effective only for the period of time of the stated transaction. Any refunds made in the currency it was originally received in, or in a currency requested by the Student, the Parent and/or Guardian and/or a Third Party Payer, may be lower than the payment originally made due to changing of exchange rates and ISSOS are not responsible for any such shortfall. Interest, commission or other charges may also be deducted by ISSOS before making any refund payment.

#### 16. CANCELLATIONS

16.1 The Student may cancel their place on the Summer Programme within 14 days of receiving notice of acceptance ("Early Cancellation"). An Early Cancellation will not incur any costs to the Student, the Parent and/or Guardian and/or a Third Party Payer in the first instance, except the Registration Fee which will not be refunded and any reduction or

difference in exchange rates and any deduction of interest, commission and/or administration fees and similar, all as narrated above.

16.2 ISSOS will try to ensure that the USD amount issued via the payment platform is equal to the sum paid in respect of the Application at the date of refund. ISSOS do not accept any responsibility for changes to exchange rates. ISSOS cannot guarantee the amount received by way of a refund as this is calculated based on the payment platform's international transfer exchange rate.

16.3 Should a Student require to cancel their place on the Summer Programme for medical reasons ("Medical Cancellation"), this request must be supported by an appropriate doctor's certificate in English. Judgement of the appropriateness of a doctor's certificate is at the sole discretion of ISSOS.

16.4 In the event that a Medical Cancellation is made up to 21 days before the commencement of the Summer Programme, the Student will be reimbursed the Programme Fee, under deduction of charges and administration fees and always subject to changes in exchange rates as referred to above. The Registration Fee will not be refunded.

16.5 In the event that a Medical Cancellation is made less than 21 days before the commencement of the Summer Programme, the Student will be reimbursed 25% of the Programme Fee, under deduction of charges and administration fees and always subject to changes in exchange rates as referred to above..

16.6 If a Student is unable to attend the Summer Programme but the Summer Programme is still operating and ISSOS are not prevented from running the Relevant Programme, no refund will be made.

16.7 The Student, Parent and/or Guardian and Third Party payer should ensure they have appropriate holiday or other insurance in place to afford cover. The Student, Parent and/or Guardian of, or Third Party payer for, any Student who does not attend at the designated time and place, arrives late to the Summer Programme, who does not participate, leaves early (without consent or instruction from ISSOS to do so), or is asked to leave the Summer Programme is not entitled to receive any refund.

## 17. STUDENTS WHO NEED A VISA TO ATTEND & VISA REFUSAL

For Students who require supporting documents, all paperwork required for the application process will be issued upon receipt of Programme Fees. Students must apply for a VISA as soon as they receive their support documents in order to allow for adequate turnaround time for VISA processing. If a Student's VISA is denied and ISSOS are notified before 1st June of the year in which the Summer Programme on which the Student has applied to attend takes place, Programme Fees may be refunded upon proof of the VISA denial, at ISSOS' sole discretion. After 1st June no refunds will be given for such VISA issues. Students and their Parent and/or Guardian must keep ISSOS aware of the progress of VISA status and notify head office immediately of any issues. Once support documents have been sent, Students and their Parent and/or Guardian take full responsibility for securing their trip to the USA.

## 18. TRAVEL INSURANCE

All Students attending ISSOS at Yale must hold relevant travel insurance. We insist on insurance that is fully comprehensive and includes trip cancellation coverage. ISSOS is not responsible for any deficiencies in your insurance policy. ISSOS does not accept any responsibility or liability for any theft, loss, damage, illness or accident by any persons or any persons arising from any cause whatsoever during the Summer Programme. The Student and their Parent and/or Guardian acknowledge that neither the Student nor their Parent and/or Guardian will have any claim against ISSOS for any theft, loss, damage, illness, accident or injury, which includes all vehicles used by any person or persons during the Summer Programme. For more information on the policy that ISSOS provides please go to: <https://www.issos.com/for-parents/visas-and-insurance/>

## 19. MEDICAL INSURANCE

Students and their Parent and/or Guardian are responsible for informing ISSOS on the Application of all medical, dental, dietary, educational or other special needs regarding the Student ("Medical Needs"). All costs related to Medical Needs including but not limited to: medical and dental care, tests, allergy, shots, vaccinations, other treatments and prescriptions are the responsibility of the Parent and/or Guardian. Appropriate medical insurance that will cover any medical treatment received while in the USA is provided by ISSOS. All bills from health facilities used by ISSOS on behalf of a Student will be charged to the Parent and/or Guardian and receipts sent in order for the Parent and/or Guardian to claim on the insurance provided. ISSOS shall not be liable for any additional costs arising out of the failure of the Student or Parent and/or Guardian to disclose Medical Needs.

## 20. EMERGENCY MEDICAL CARE

In the event of an emergency, the Parent and/or Guardian authorises ISSOS to contact and secure, if necessary medical attention for the Student. If an emergency or surgical treatment is required and the Parent and/or Guardian is not contactable (all efforts will be made to contact the Parent and/or Guardian in the first instance) the Parent and/or Guardian gives permission for an ISSOS representative along with senior management to secure whatever medical treatment may be required as advised by a medical professional.

## 21. TRAVEL DOCUMENTS/VISAS

A valid passport is essential for travel to the USA with an expiry date of at least 6 months beyond the end date of your visit. All Students are responsible for arranging appropriate travel documentation and Student VISA. ISSOS must receive accurate travel details (arrival and departure) at least 21 days prior to the start of the Relevant Programme. Any failure to do so could result in ISSOS cancelling the Student's Application and place at the Summer Programme with no refund. Any issue, delay or inability to attend the Summer Programme due to failure to secure the correct and necessary travel documentation could result in ISSOS cancelling the Student's Application and place at the Summer Programme with no refund. Any additional costs incurred by the Student as a result of a failure to provide ISSOS with accurate travel details or to secure the correct and necessary travel documentation will be the responsibility of, and payable by, the Student, the Parent and/or Guardian and the Third Party Payer and any costs, fees, administration charges or other charges incurred by or charged by ISSOS must be paid by the Student, the Parent and/or Guardian or the Third Party Payer.

## 22. TRANSPORT & TRAVEL

All Students arriving and departing from the designated airport (please see Travel Information page on the ISSOS Website) within the given time frames on the stated dates and will be transferred to and from the Campus as part of the Programme Fee as stated above, provided always that Students arrive within the departure time of summer school coaches. ISSOS must receive all flight/travel information at least 21 days prior to the selected campus start date. Please do not book open tickets: purchase a return ticket on the stated arrival and departure dates.

If there are changes to a Student's travel and a Student is delayed or misses their flight, therefore missing the time slot for the summer school coaches, ISSOS will arrange for a alternative transport to collect the Student, the cost of which and any additional costs related thereto must be paid by the Student, the Parent and/or Guardian and the Third Party Payer.

22.1 Lost luggage retrieval: In the event that an airline loses a student's luggage, it is the responsibility of the Parent or Guardian to contact the airline or airport to arrange the return of the luggage. The airline will not communicate with ISSOS or members of our head office regarding lost items - this is the airline and airport's policy. ISSOS staff cannot go to the airports to retrieve lost items under any circumstances.

## 23. PRIVATE TRANSFERS

ISSOS will confirm designated airports ("Designated Airport") and times ("Designated Time") that the transfer service will be available on opening and closing days. If the Student arrives outside the Designated Time or Designated Airport, ISSOS will provide a list of preferred providers and parents or guardians are asked to book a private transfer for both arrival and if needed departure, all payments can be made directly with the transfer company - ISSOS will have no responsibility for payment of private transfers. Full details of the arrival and departure transfer must be submitted to ISSOS no later than 21 days before the start date of the programme. By agreeing to these terms and conditions you agree that any of ISSOS' preferred providers can share transfer details with ISSOS. If there are changes to a Student's travel plans, a Student's flight is cancelled or delayed or a Student misses a private transfer, parents or guardians must inform ISSOS ASAP. If at any time ISSOS needs to book a transfer if nothing has been booked by the parent or guardian this cost will be passed on to the parent or guardian.

## 24. DISMISSAL FROM PROGRAMME

ISSOS reserve the right to dismiss any Student found to be in breach of the Terms and Conditions and/or the Rules and Regulations of ISSOS. In that ISSOS may dismiss or exclude the Student from the Summer Programme and, in extreme cases, repatriate that Student at the expense of the Student, the Parent and/or Guardian and the Third Party Payer, in any case, without refund of any of the Programme Fees and without refund of the Registration Fee. All additional costs associated with dismissal from the Summer Programme will be the responsibility of the Student, the Parent and/or Guardian and the Third Party Payer.

## 25. CHANGES TO THE PROGRAMME

ISSOS reserve the right to change, cancel or modify the Summer Programme including but not limited to: courses offered; modules offered within courses; activities and excursions offered; staff present; support staff present; Camps to be used; which University Halls of Residence Students will stay in; room types the Students will stay in. ISSOS will advise

Students of any changes which significantly alter the Summer Programme as soon as is reasonably practicable.

## 26. RESPONSIBILITY/LIABILITY

26.1 ISSOS will exercise ordinary care in arranging and conducting the Relevant Programme.

26.2 ISSOS does not accept any responsibility nor liability for any theft, loss, damage, illness or accident by or to any persons or any persons arising from any cause whatsoever during the Summer Programme. By agreeing to these Terms and Conditions, the Student and Parent and/or Guardian acknowledge that neither the Student nor Parent and/or Guardian will have any claim against ISSOS for any theft, loss, damage, illness, accident or injury, which includes all vehicles used by any person or persons during the Summer Programme or any associated period (such as travel to and from and similar).

26.3 ISSOS are not responsible for any Student who leaves the Summer Programme (with or without ISSOS' consent) or who breaks the rules and regulations and in doing so suffers loss or injury. Causing harm to yourself or others, including but not limited to: asphyxiation games, bullying, physical or mental harm of any kind or discrimination, will not be tolerated. In addition any defamatory, discriminatory, derogatory or inappropriate comments or accounts made verbally, in writing, on social media or on any other platform that is deemed by ISSOS, in their sole opinion, to threaten, embarrass or in any way harm the reputation of a Student, staff member, associate, any third party or ISSOS in any way may be removed and disciplinary action may be taken.

26.4 Nothing in the Terms and Conditions limits any liability which cannot be legally limited, including liability for death or personal injury caused by the negligence of ISSOS.

26.5 ISSOS shall not be liable for any loss of, or negative impact on, without limitation: profit, goodwill, increased costs, loss of anticipated savings, loss of business, or any special, indirect or consequential loss to the Student and Parent and/or Guardian or any third parties.

## 27. ELIGIBILITY

ISSOS's programmes are open to Students of all nationalities, who are aged 13 -18 years, and will be returning to high school after a summer break. All those who require a VISA in order to take part in the Summer Programme are responsible for obtaining the required VISA and travel documentation, all as above. If on arrival ISSOS find a Student Parent and/or Guardian has failed to divulge appropriate information on the Student's mental, physical or emotional state and this, in the Opinion of ISSOS, in any way prohibits or impacts the Student's ability to take part in any aspects of the Summer Programme or requires significant additional attention from staff, or, in the opinion of ISSOS, impacts other Students in any way, ISSOS reserves the right to require the Parent and/or Guardian to remove the Student from the programme at their own costs, with no refund,

## 28. BREAKING THE LAW/OFFENCES:

Students participating in any ISSOS Summer Programme must obey the relevant country's and/or State's laws, regulations, policies, bye-laws and guidance. If any Student breaks, or is suspected of breaking the law, or fails to comply with any, or is suspected of failing to comply with any, regulations, policies, bye-laws and guidance, the Student shall be disciplined

accordingly, at ISSOS' sole discretion. Disciplinary action can include, but is not limited to: contacting the police or appropriate authority out with ISSOS; being excluded from the Summer Programme and repatriated immediately, without refund.

## 29. ALCOHOL & DRUGS

ISSOS has a zero-tolerance policy with regards to the use, purchase, acquisition by any means and/or possession of alcohol or drugs. The use, possession or purchase of any quantity of alcohol or drugs is strictly forbidden for all Students regardless of their age, and could result in immediate expulsion from the programme without refund. Students who are suspected of the use, possession, acquisition or purchase of alcohol or drugs will be placed on probation and their Parent and/or Guardian will be notified. This includes the misuse of prescription or over-the-counter medication.

## 30. CIGARETTES, TOBACCO & VAPING

ISSOS operates a strict no-smoking and or vaping policy. Any Student found to be in possession of cigarettes, tobacco, pipes, vaporizers or any other e-cigarettes and /or smoking in or on any Campus or on any excursion or travel out with campus while on the Summer Programme or found to be purchasing, distributing or consuming cigarettes, pipes, e-cigarettes, vaporizers and/or tobacco will be reported to the Programme Director and issued with a formal warning. This may ultimately lead to the Student's dismissal from the programme, with no refund, at ISSOS' sole discretion. Under USA law it is a criminal offence to sell cigarettes or tobacco to any person under 18 years old. This extends to the purchase, distribution and consumption of all e-cigarettes, vaporizers and any associated products or materials, regardless of whether or not the former contain nicotine.

## 31. PROGRAMMES & PARTICIPATION

31.1 All Students attending a Summer Programme must attend classes, electives and activities, complete all projects and assignments on time and check-in at curfew every night. There will also be a number of compulsory programme meetings. Outside these requirements, Students can decide how they spend their time, in keeping always with these Terms and Conditions and with other restrictions as to appropriate behaviour and restrictions as to leaving Camus. If Students are found to be using free time inappropriately, which definition of appropriate or inappropriate shall always be at the sole discretion of ISSOS, their independence in choosing how they spend their free time shall be revoked or restricted. All academic and elective programmes have been specifically designed to assist Students advance their English Language skills. English language is a core value of ISSOS and underpins all summer school programmes. On completion of the 3 week programme Students will be sent an academic report and a certificate of completion. The certificate of completion will only be issued if a Student has completed all relevant work and has participated fully in the programme.

31.2 All Students require to bring a laptop or device that allows them to connect to the internet and complete academic work. All Students must check what equipment is needed for certain elective programmes and bring the appropriate clothing and/or equipment where this is not provided.

## 32. PLAGIARISM

Plagiarism will not be tolerated at ISSOS. Plagiarism is defined for the purposes of these terms and Conditions as: submitting work using another author's language, thoughts, ideas or expressions and representing them as one's own work. This includes failing to credit ideas found online, in print or from any other source without referencing them appropriately. Any Student found to be plagiarising work will be given a formal warning and the event detailed in their academic report. Work may require to be submitted or completed of new.

### 33. ROOMING POLICY

As an international summer school, ISSOS has a rooming policy which they believe fosters an international community. Floors are split in general and where possible divided by age group and sex but the final allocation of rooms is at ISSOS' sole discretion. Students can request a single room for medical reasons and ISSOS will try to assist. ISSOS cannot guarantee a single room for any reason. Students in shared rooms may be with a Student of the same age and Students will be often placed with a Student of a different nationality and who they do not know. ISSOS do not generally accept requests for friends or family members to share a room. ISSOS will make every attempt to make sure those sharing a room do not speak the same language (see the ISSOS Rooming Policy on our website).

### 34. LOCATION

Access to dormitories is restricted at certain times to those Students who reside in the dormitory. There are many common areas in which Students are welcome to visit one another. Appropriate behaviour and conduct is expected of Students at all times. The definition appropriate is at the sole discretion of ISSOS.

### 35. CURFEW

Curfews are clearly defined and Students are expected to check-in at these specific times. After curfew, Students must remain in the specified area until 7 am the following morning. Students must stay within the behavioural and geographical boundaries as set down by ISSOS and stay within residencies after evening check-in. In addition, Students must stay within set behavioural and geographical boundaries when on trips, excursions or involved in off Campus activities. Any Student found to be leaving the Campus or residencies/halls of residence after the curfew without permission may be disciplined which will be a reprimand, or other action, which in some cases may result in dismissal from the programme, with no refund for missed classes or dismissal/exclusion. The disciplinary action deemed appropriate will be at the sole discretion of ISSOS.

### 36. VISITORS

All visitors must make a visitor request by contacting ISSOS head office, all visitor details will be required and head office may approve the visit but may decline it if it may disrupt the Students. Visitors must sign in at the programme office. Students must ensure that their visitors abide by all programme rules and must remain within the common areas when on Campus. On arrival and departure days family members may access the private dormitory areas.

### 37. PERSONAL RESPONSIBILITY

#### 37.1 In general

A significant component of ISSOS programmes is that Students are afforded certain responsibilities and freedoms. Parents and/or Guardians and Students must recognise that ISSOS staff cannot supervise Students at all times. When Students choose to spend time independently, they must take responsibility for their own decisions and actions. During the summer Programme Students must refrain from: chewing gum, graffiti, damaging property of any kind, swearing or bad language, ball games of any kind inside university premises or teaching classrooms, discriminatory or inappropriate behaviour or anything deemed to be a form of bullying (the definition of discriminatory behaviour, inappropriate behaviour and bullying are at the sole discretion of ISSOS).

### 37.2 Bullying

ISSOS will not tolerate bullying of any kind. The definition of bullying is at the sole discretion of ISSOS. Students are coming to an international summer school with other Students from different backgrounds. If any Students are found to be leaving others out, name calling, ridiculing another, physically assaulting or in any way making another student feel unsafe or bullying them in any way ISSOS will notify Parents. Any incidents of bullying will be taken seriously and the action taken by ISSOS will be recorded. ISSOS reserves the right to remove a student from the programme who has been found guilty of bullying. Students enrolled in any ISSOS Summer Programme should treat their fellow Students, the staff and third parties as they would like to be treated and show respect to those around them. Bullying includes but is not limited to online bullying, including disrespectful comments or actions online that disrespect, embarrass or negatively impact a fellow Student, staff member, ISSOS associate, ISSOS or any other third party. ISSOS reserves the right to restrict, remove or remove a Student from the programme who has been found guilty of bullying, with no refund, and the Student will not be invited back to future ISSOS summer programmes.

### 37.3 Respect for the Community

All Students of ISSOS are expected to respect the rights of all members of the community. This includes other Students and staff of ISSOS and staff of the University and their halls of residence and Campus as well as the wider community out with Campus. Anti-social behaviour includes, but is not limited to, bullying, racism, lying, theft, self-harming, physical, verbal and online harassment. Any kind of anti-social behaviour may result in a denial of privileges, early curfews and in most cases Parents and/or Guardians will be contacted for support. Repeated anti-social behaviour may result in expulsion from the programme without refund. The definition of anti-social behaviour is at the sole discretion of ISSOS).

### 37.4 Dress

Students are expected to dress in accordance with the academic nature of their environment and in a manner appropriate for academic and social functions. What is appropriate dress will be at the sole discretion of ISSOS.

### 37.5 Boundaries

Students are given free time to explore the Campus and the town/surrounding area in which their Summer Programme is situated. There will be behavioural and geographical area limits set out at the start of the programme and Students must keep within those boundaries and limits.

### 37.6 Travel, Strangers & Transport

Students may not drive a car while on any Summer Programme, nor ride in a motor vehicle or public transport, without the authority or supervision of ISSOS staff. By agreeing to these Terms and Conditions Parents and/or Guardians give permission for the Student to take part in any scheduled Summer Programme trip, activity or excursion where travel is in transport organised by ISSOS. Students agree not to leave or be alone with strangers nor members of the public at any time during the Summer Programme. Students are not allowed to rent or use a bicycle unless organised by ISSOS and accompanied by a member of ISSOS staff.

### 37.7 Permission to leave the programme

Students may leave the Summer Programme if granted permission, via ISSOS, by their Parent and/or Guardian in order to visit a family friend or relative who is an adult over 25 years old. Permission must be received by ISSOS in writing at least 24 hours before the trip and must specify the name, address and contact number of the friend or relative. Travel must not conflict with academic classes or any other required activities. It is at the sole discretion of ISSOS whether to consent to such a trip/visit even if there is consent given by a Parent and/or Guardian.

### 37.8 Dangerous items

It is forbidden for Students to possess or purchase any item/weapon that is deemed to be a danger to themselves or others. These include knives, fireworks or any other flammable items such as candles. The definition of dangerous will be at the sole discretion of ISSOS.

### 37.9 Tattooing/Piercing

Students may not obtain a tattoo or piercing while on the Summer Programme.

### 37.10 Personal Belongings

All personal belongings and valuables are the responsibility of the individual Students and all Students to lock their bedroom doors when they leave their room. ISSOS will not replace any items stolen, damaged or lost during the programme. All Students and Parents/Guardians must be aware that ISSOS does not operate from the University campuses after our Students leave and therefore any lost property cannot be kept.

### 37.11 Loss of Keys

If a Student loses their room key or entry card there will be a charge of \$150 to replace the key or \$50 to replace the card and may charge an additional administration fee. All keys used on Campus property are security keys and may take time to replace. All Students must hand in their key or card at the end of the Summer Programme, any Student who has lost their key or card will require to pay before they leave or can opt to have an invoice sent to their Parent and/or Guardian who will be responsible for the cost and an additional administration fee.

### 37.12 WIFI Access

Students will have access to the Campus WiFi and agree to be bound by the code of practice covering the use of email and the internet as laid out by ISSOS.

### 37.13 Access to Rooms

ISSOS reserves the right to enter the Student's room and search their belongings with no notice. Any search will be done by two members of staff and will be documented.

## 38. MEDICAL REQUIREMENTS

Students are required to provide an accurate medical history at least 7 days prior to start of the Summer Programme. When necessary, professional medical consultation/treatment will be arranged by ISSOS. What is necessary will be at the sole discretion of ISSOS. All medical expenses are the responsibility of the Student being treated and their Parent and/or Guardian and Third Party Payer. All medical expenses incurred by the Student and paid by ISSOS shall be reimbursed promptly by the Parent and/or Guardian, Third Party Payer or Student. This includes, but is not limited to, medication, appointments at or visits to a doctor, hospital, clinic, out of hours centre, or , and treatment by other medical professionals such as but not limited to; chiropodists, physiotherapists, osteopaths and similar and transportation to/from treatment and/or medical facilities. All medication brought to the Summer Programme must be declared and handed to the Student's counsellor or ISSOS representative for safekeeping. No Student will be allowed to keep medication in their room except in special circumstances, permission for which must be sought and obtained from ISSOS. Students must detail the exact intake of medication accurately to ISSOS before arrival at the summer school.

## 39. PARTICIPATION

Students must participate in all summer school classes, activities and excursions. Parents and/or Guardians and Students agree that photographs, quotations and recorded media taken during ISSOS can be used for publicity, PR, social media, publications or promotion.

## 40. GENERAL

Any statements, understandings, agreements or warranties made verbally or in writing, on ISSOS' Website, in ISSOS' brochure or elsewhere are superseded by these Terms and Conditions. Any changes to these Terms and Conditions will only have an effect if made in writing. These Terms and Conditions supersede all previous terms and conditions, agreements, arrangements, undertakings and understandings but nothing herein shall be read or construed as excluding liability resulting from any fraudulent act or omission by any of the Parties.

## 41. ASSIGNATION

These Terms and Conditions and all rights under them may be assigned or transferred by ISSOS but not by the Parent and/or Guardian, Third Party Payer nor by the Student.

## 42. JURISDICTION

These Terms and Conditions shall be governed by the laws of the state of North Carolina and the parties submit to the non-exclusive jurisdiction of the Federal and State courts of the State of North Carolina.

## 43. ENTIRE AGREEMENT

These Terms and Conditions, documents referred to in them and contained in the Schedule to them, form the entire agreement between the Parties, with the exception of additional documents and undertaking which require to be signed by the Student, in relation to all aspects of the Application and the Student's participation in the Summer Programme.

#### 44. DATA PROTECTION

ISSOS are required to gather certain personal data about the Student and Guardian both for operational and legal obligations. This personal data will be subject to the appropriate legal safeguards as specified in the General Data Protection Regulation (GDPR). ISSOS will not pass such information on to third parties unless required by law to do so.

#### 45. GOVERNING LAW AND JURISDICTION

These Terms and Conditions shall be governed by and construed in accordance with North Carolina law and the parties hereby irrevocably submit to the non-exclusive jurisdiction of the Federal and State courts of the State of North Carolina courts.

#### 46. SEVERANCE

If any provision (or part-provision) in these Terms and Conditions is or becomes invalid, illegal or unenforceable, it shall be deemed modified to the minimum extent necessary to make it valid, legal and enforceable. If not possible, it shall be struck out. The rest of the agreement shall remain enforceable.

### Schedule to the Terms and Conditions

#### Part 1

#### Student Rules and Regulations

ISSOS have simple rules that we ask all students to abide by - if you do you will have a great summer, if you don't you risk being sent home:

**No drinking, drugs or cigarettes.** This includes e-cigarettes and vaping. It is illegal in the UK to drink alcohol under the age of 18 and even if Students are 18 at ISSOS we have a no alcohol policy that by agreeing to attend the summer programme Students agree to abide by. The sale of alcohol to anyone under the age of 21, is illegal in the USA. It is illegal in the UK and USA to sell cigarettes to anyone under the age of 18, ISSOS does not allow students to smoke and strictly prohibits it. ISSOS has a zero tolerance to drugs. If you are found to be taking drugs, in possession of drugs, or be involved with drugs you will be removed from the programme immediately.

**No Bullying.** Students are coming to an international summer school with other Students from different backgrounds, everyone is there to learn and grow together and Student are responsible for making sure they come with an open mind and are accepting of others. If any Students are found to be leaving others out, name calling, ridiculing another, physically assaulting or in any way making another student feel unsafe or bullying them in any way ISSOS will notify parents and deal with all incidents as they occur. Any incidents of bullying will be taken seriously and the action taken by ISSOS will be recorded and parents will be

notified. ISSOS reserves the right to remove a student from the program who has been found guilty of bullying.

**Please Speak English.** We ask that all Students use English as their language of communication while at ISSOS. Some Students are at ISSOS to improve their English and this will help them, it is also as a mark of respect. ISSOS have over 50 languages spoken amongst its students and by using English as the language of the programme no one is excluded.

**Respect.** We ask all Students and staff to respect each other and treat each other, members of the public and those in the University with respect and to be polite. We do not tolerate bullying or negative behaviour of any kind - treat others as you would like to be treated.

## Part 2

### The Student Agreement

On arrival at ISSOS, all Students will be asked to read and sign a copy of our Student Agreement, to acknowledge that they have read and agree to the standard of behaviour we expect during their time on the programme. The agreement is as follows:

I agree to abide by all the rules and regulations of ISSOS and agree that during my time at the summer school I will act as a responsible individual and will treat others with respect at all times.

I understand that if I break any of the rules that my parents will be contacted and that I may be sent home.

I agree not to vandalize any property of any kind.

I agree not to drink alcohol during my time at ISSOS, even if I am 18 and of legal age to consume alcohol during my time at ISSOS.

I agree not to smoke/vape in or on University property. ISSOS has a No Smoking policy and it is against the law for anyone under 18 to smoke in the UK & USA.

I agree to stay within the boundaries of the campus as laid out by ISSOS.

I agree to be a good role model and represent ISSOS and my country favourably.

I agree that I will not engage in any behaviour that could be seen as bullying, including writing derogatory comments, posts or comments on social media regarding any member of ISSOS.

I agree to treat the ISSOS community and the wider local community with respect and acceptance. I will not be disrespectful or critical about anyone else's (including, but not limited to): race, religion, nationality, gender, sexual orientation, or their personal preferences/opinions in general.

I agree to respect other students' personal space and to respect their room/area in their room. I also respect others' property and will not attempt to access anyone else's social media.

I agree to take part in all ISSOS activities.

I agree not to use my mobile phone in class and to participate in all academic and elective classes.

Student Name\_\_\_\_\_

Student Signature\_\_\_\_\_