ULM STUDENT PRE-TRIP ORIENTATION MEETING

(International Travel Only)

Discuss the following:

- Itinerary
- Luggage: Discuss how many bags and the weight of the bags
- What to bring/not bring

Inform the participants when and where the sponsors' responsibility ends, and what experiences are beyond the sponsors' control.

- Cannot guarantee the safety of participants or eliminate risk from the study abroad environment.
- Cannot prevent participants from engaging in illegal, dangerous or unwise activities.
- Cannot assure that US Standards of due process will apply to the country(s) visited.
- Cannot provide or pay for legal representation for participants.
- Cannot assume the responsibility for the actions of persons not employed by the program sponsor, for events that are beyond the control of the sponsor and its subcontractors.
- Cannot assure that visiting another country's cultural values will apply on the program when different from those of the host country.

Emphasize to the participants that US standards of due process may not apply to the country you are visiting.

Review all materials or recommendations handed out to the participants regarding: Safety, health, legal – (drug and alcohol use), environmental, political, cultural, dress, manners, traditions, morals, and religious customs of the country(s) you plan to visit.

Provide all participants with address and phone numbers of the nearest American Embassy in the country(s) you plan to visit.

Provide a handout for participants to give to family, friends or others who may need to know, with emergency contact information for all the country's you plan to visit.

Have all documentation that is incomplete available for participants to complete. (Release forms, medical waivers, emergency information, health insurance, etc.)

Emphasize to the participants that they must accept the consequences of their own decisions and actions.

Discuss any housing arrangements (roommates, etc) that are not perfectly clear. Hand out rooming list (if applicable).

Participants need to sign below stating they have been presented this information, and the NAFSA Health and Safety Guidelines for travel abroad.

Attach additional page(s) of names and CWID if necessary

PRINT NAME	SIGNATURE	CWID	PHONE

The **ORIGINAL** of this form is to be kept on file in the sponsoring department's office.