

**The Baja California Field Studies Program
Glendale Community College
Emergency / Medical Information**

The information you provide in this form is confidential and is only accessible to the instructors and staff in charge of the courses that you are applying to. We may release this information to a health care professional in case of an emergency. **It is imperative that you complete this form in its entirety (do not leave out any medications or medical conditions that you currently have);** this information may be essential in case of an emergency. (If handwritten, please write legibly.)

Participant's Name: _____
Last First MI

Address: _____
Street # City State Zip Code

Telephones: Cell _____ Home _____ Work _____

Date of Birth: _____ Email: _____
MM/DD/YY

Emergency Contacts. (Please provide telephone numbers where they can be reached most of the day.)		
Parents _____	email _____	
Telephones: Cell _____	Home _____	Work _____
Next of kin _____	email _____	
Telephones: Cell _____	Home _____	Work _____
Additional contact _____	email _____	
Telephones: Cell _____	Home _____	Work _____

Personal Doctor _____ Email _____ Telephone _____

Medical/Accidental Insurance

Name of the Company / Plan _____ Policy No. _____

Tetanus booster date _____ Contact lenses: Yes _____ No _____

List all allergies _____

List all medications that you are currently taking _____

List all medical conditions that you currently have _____

**The Baja California Field Studies Program
Glendale Community College
Health Insurance Coverage / Waiver**

As part of the program fees, you will be enrolled in “The Patriot Plan” from BETiNS International Travel Insurance. However, in addition to this, the Glendale Community College District requires that all students participating in the Baja California Field Studies Program show proof to the district of a personal health insurance or sign a waiver to that effect.

Please complete either section I or II below.

I. I, _____ carry policy # _____
with the _____, valid until _____
Name of company or health plan

and this health policy will cover me while I’m traveling in Mexico.

II. I, _____ do not have a personal health insurance policy and do not wish to obtain one at this time. I hereby hold the Glendale Community College District and or any of its representatives, free and harmless for any injuries, which I may receive, illness I may contract, or accidents, which I may have while participating in this program.

Participant’s signature

Date

Signature of parent or guardian (if applicant is under 18)

Date

**The Baja California Field Studies Program
Glendale Community College
Additional Information / Terms / Conditions**

The Baja California Field Studies Program classes take advantage of the natural and cultural environments of the Baja California Peninsula in Mexico. Our courses are field based and most require active participation in outdoor activities such as swimming, hiking and overnight camping. All courses are intensive and cover the same amount of material as when taught at the college main campus during regular semesters and inter-sessions. In order to participate, you must be able to study and live in close quarters with other students. Furthermore, this program entails working cooperatively with other students and instructors within the environment of a field station located in a foreign country.

There will be a mandatory pre-trip orientation session. Our staff will contact you and provide you with the date, time and location of the meeting. If unable to attend, you are required to find someone else who can be present at this meeting on your behalf.

The listed costs for each program do not include college registration fees, a few meals, textbooks, passport, visa, snorkeling equipment and any expense of a purely personal nature. The \$100.00 application fee, which must be submitted with the completed application package, is non-refundable, unless the program you are applying to is cancelled. You will need to arrange to have a short interview with one of the Academic Co-Directors of the Baja Program. You will be notified of class acceptance within two weeks after the interview. Upon class acceptance, you will be required to make a \$100.00 payment. Both the original application fee and the payment you make upon class acceptance will be applied toward the total cost of the program you are applying to. If you drop between 60 and 31 days before the first day of classes, you will be responsible for 50% of the rest of the cost of the program. If you drop between 30 days and the day before the class starts, you will be responsible for 75% of the rest of the cost of the program. All costs of the program are due in our office two weeks before classes start. There will be no refunds once a class has begun. All requests for refunds must be in writing. Postmark date will be used to determine if any refunds are applicable.

Please be aware that a returned check, regardless of the reason for its return, is subject to a \$30.00 service charge per check by the College. If your check is returned, you must pay the amount of the check and the service charge in cash directly to the tuition office.

I, _____, have read and understood the above policy. My signature below signifies that I agree to all conditions stated in this application package.

Participant's signature

Date

Signature of parent or guardian (if applicant is under 18)

Date

**The Baja California Field Studies Program
Glendale Community College
Student Conduct Policy**

For more than forty years, the Baja California Field Studies Program has provided students with the unique opportunity to study and learn in a natural environment, and a culture different than at home. We feel that anyone with a desire to learn, experience nature, and live cooperatively with others will benefit from this experience. Nevertheless, these classes are not for everyone. Students must be willing to live closely with others, to adapt to changing logistical circumstances, and to study intensely over a short period of time.

Students must understand that this is an academic program of Glendale Community College and as such, students must follow the Standards of Student Conduct as stated in the Administrative Regulation 5500.

Students shall respect the laws of our host country, Mexico, and behave in a manner that is respectful to the communities we visit.

Approximately once a week, each student will have clean-up duty and will be expected to participate in the upkeep of the field station. Participants also help the full-time station cook with serving and clean up.

Students will follow all the guidelines regarding safety and the use of equipment provided by the program's staff upon arrival at the field station.

The instructors are in charge of the courses and the students shall follow their academic regulations as set forth in their class syllabus.

If a student disregards any of the guidelines of student conduct listed above, the instructors in charge of the program may take action by expelling the student from the program and sending them back to the U.S.

If as a student, you have any concerns, encounter or observe any problems during your class(es) please let the instructor(s) in charge know right away.

I, _____, have read and understood the Student Conduct Policy and agree to all conditions as described above.

Participant's signature

Date

Signature of parent or guardian (if applicant is under 18)

Date

**The Baja California Field Studies Program
Glendale Community College
Waiver of Liability / Field Class & Boat Use**

Whereas the Glendale Community College District is providing a service to the students and affording sponsorship and facilities for the students to participate and engage in academic field trip activities:

And, whereas I am going to participate in this program identified as the Baja California Field Studies Program, which may include activities considered to be more hazardous than the usual classroom activities of an academic nature;

And, whereas the Glendale Community College District gains no special financial benefit by providing this academic service;

And, whereas the Glendale Community College District, because of the circumstances under which these class activities occur, may not be able to exercise full control over activities and/or facilities located away from its main campus on field trips;

I also understand that my participation in The Baja California Field Studies Program might entail my participation in activities requiring swimming, hiking and the use of boats in order to perform class work and since I am aware that these activities can be considered more hazardous than the usual classroom activities and because of the circumstances under which these class activities occur, the Glendale Community College District may not be able to exercise full control over the activities,

I, _____, hereby hold the Glendale Community College District and or any of its representatives, free and harmless for any injuries which I may receive, illness I may contract, or accidents which I may have while participating in these activities away from its main campus and while using such facilities including boats.

Participant's signature

Date

Signature of parent or guardian (if applicant is under 18)

Date

**The Baja California Field Studies Program
Glendale Community College
Waiver of Liability / Optional Kayak and Bicycle Use**

I understand that participation in the Baja California Field Studies Program does not entail the use of kayaks or bicycles in performing required class assignments, and I further understand that these activities may be considered more hazardous because of the circumstances under which these activities occur.

I hereby state that the use of kayaks and bicycles is done on my own volition as an optional activity and that such use is not required of me in order to conduct class work.

I, _____, hereby hold the Glendale Community College District and/or any of its representatives, free and harmless for any injury, damage or loss which I may suffer while using kayaks or bicycles.

Participant's signature

Date

Signature of parent or guardian (if applicant is under 18)

Date