

GLOBAL
ADVENTURES
PROJECT

HSBC
SCHOLARSHIP

ELIGIBILITY

APPLICATION:

- **Must submit applications to Global Adventures Project by Friday 30th March 2007**

(the deadline has been extended to allow everyone to complete their applications)

- Only applications with all the following paperwork will be considered:
 - **Application form** (fully completed, signed and dated)
 - **£100 Application fee** (refundable if not selected)
 - **Character reference** (from a teacher within school)

FINANCE:

- **Must be able to make two financial contributions of £200 each.**
First payment is due by **12th April** and the final by **12th May 2007**

TRAVEL:

- Must be **18 years** of age by 30th June 2007
- Must be available to attend a residential **orientation weekend in London, on 14/15th April 2007**
- Must be available to depart the UK for 11 weeks on **2nd July 2007**
- Must have a UK passport, **valid beyond April 2008**
- Must select a first choice and second choice placement option (First choice placements may not be available in every instance)
- Agree to accept the Terms and Conditions of Global Adventures Project (please see application form for full T&Cs), the application process and the final decision from the selection panel.



Terms and Conditions for the Global Adventures Project programme.

What We Are Responsible For:

Important Notice: despite the fact that you will be abroad for a long time, we only contract with you to supply certain elements of your trip. Our obligations to you extend only to those aspects of the trip which we have agreed in writing to supply and for which you have paid prior to departure.

1. This agreement is between the participant in the Global Adventures Project and the American Institute for Foreign Study (UK) Ltd (AIFS). The contract will be governed by English law and any dispute will be dealt with by the Courts of England and Wales.
2. We will make every reasonable effort to ensure that your first choice of destinations and/or activity modules are available, but some changes and cancellations do sometimes have to be made. There may be some minor changes made before you leave and if so, we will try to tell you before your departure. Occasionally, for reasons outside our control we may have to make major changes to the programme. If this is the case, we will inform you as soon as possible and offer you the option of amending your choices within the parameters set for your level of participation fee. If we make any major changes to your choice of destinations and/or activity modules before departure, you may accept these changes or cancel your participation on the programme and receive a full refund less the application fee.
3. We shall inform you in writing as soon as all component parts of your programme have been confirmed.
4. Given the nature of the programme, component parts of the programme need to be arranged a considerable time in advance. The basic AIFS programme fee is guaranteed but governments may increase taxes and visa fees and airlines may impose additional levies, and if so, the charge will be passed on to you, and payment must be in accordance with clause 2 in the section entitled "What You Are Responsible For". However, if surcharges result in the cost of your programme increasing by more than 10%, you will be entitled to a full refund, less the application fee. Should you elect to cancel your programme because of this, you must do so in writing within 14 days from the itinerary confirmation date, otherwise the cancellation charges in clause 10 in the section entitled "What You Are Responsible For" will apply.

5. Our contract with you is for the supply of specific and identifiable aspects of your trip which you have paid for and for which we accept responsibility.

However, a considerable amount of your time will be spent left to your own devices and totally outside our control or influence. We do not accept any responsibility or liability for such time or for any occurrences during this time.

We arrange contracts for transportation (we will pay UK airport tax only), accommodation and other component parts through suppliers who we have taken reasonable care to ensure have good reputations and run safe and efficient businesses. Their performance is monitored by us. They are judged against the standards and customs applicable in the country where the service is being provided.

We accept responsibility for the acts and omissions of our employees, agents and suppliers, which again are to be judged by the applicable laws, customs and practices of that country.

We will accept liability for personal injury as a result of the proven negligence of our staff, agents or suppliers when acting in the course of their employment. We will not accept liability in any of the following circumstances:

- 5.1. If you or a member of your party is at fault;
- 5.2. If the failure is the fault of a third party not connected with the provision of the services which make up your programme which we have confirmed to you;
- 5.3. If the failure is due to:
 - (a) Any unusual or unexpected circumstances or events which we or our staff, agents or suppliers in question could not have predicted or avoided, even after taking all reasonable care;
 - (b) Any event which we or our staff, agents or suppliers in question, even with exercising all due care, could not have foreseen, anticipated, helped or prevented.
- 5.4. In any circumstances where, at the time of the occurrence, you are not on any activity confirmed by us as being part of your programme, and specified and prepaid at the time of agreeing your itinerary, you suffer illness, personal injury or death during the period of your programme, through no fault of our own, we will offer you or your estate all reasonable assistance to enable you to claim against anyone else, although this does not extend to payment of legal fees.

6. Transportation by aircraft, rail, ship or coach is subject to any conditions of the relevant carrier and generally governed by international conventions. We rely on the terms and limitations contained in these conventions. We will be able to supply copies of the appropriate conventions upon your request. AIFS cannot be held responsible for changes or costs arising from changes made by airlines in regards to their routing schedule. However, every effort will be made to notify the participant as soon as possible.
7. We will provide the facilities and the services detailed in this programme and agreed upon at the programme consultation. If we or our suppliers withdraw those facilities or services, or limit them for any reason, we will inform you and pay you appropriate compensation. However, no compensation will be paid for the events which are outside our control or the control of our suppliers.
8. If, during the course of your programme, we are of the opinion that your behaviour has caused distress, damage, danger or annoyance to other applicants or our employees, suppliers or agents or if you are prevented from travelling because the relevant authorities believe you are unfit to travel or likely to cause disturbance to other passengers, or we are of the opinion that you have participated in the use of drugs for recreational purposes or otherwise, we will no longer be required to complete your agreed itinerary nor the remainder of the programme.
 - 8.1 In these circumstances neither will we be liable for any refund, compensation or any other cost you have to pay nor for any additional costs in flight changes which will be your sole responsibility.
 - 8.2 We do not accept any liability for the behaviour of others throughout the programme.
9. We will rely on the terms and limitations of any applicable international convention in respect of liability for baggage which arises whilst in the hands of air or sea carriers.
 - 9.1 For any claim for missing or damaged baggage you should follow the rules either on the back of your ticket, or the conditions of carriage provided by the carrier.
 - 9.2 If we are in control of any of your baggage, we will accept liability for it if you can prove negligence, but this is subject to a maximum payment of £250.
10. We do not accept any liability for any high value personal property items such as electronic equipment or cameras, which it is your responsibility to insure separately for the appropriate amounts.
11. In the event of an emergency, you can contact us at the email or telephone numbers given to you before departure.

12. If we become aware of any disturbances which are likely to affect your enjoyment of any aspect of the programme which we have arranged, we shall inform you as soon as is practicable, although if any such disturbances are outside our control, or control of our employees, servants or agents, we may not be able to rectify or minimise the disturbance.

What You Are Responsible For:

1. You must apply for application on the Global Adventures Project. Your application cannot be processed until we receive payment of the application fee of £100, which is to accompany each application. In the event that your application to the Global Adventures Project is not accepted, the fee of £100 and the subsequent £150 deposit which is paid at the consultation, will be refunded, subject to clause 5 and 6 below.
2. You are responsible for payment of the following:
 - 2.1. Application Fee of £100 payable with your initial application, which will be in addition to the programme fee;
 - 2.2. A non-refundable deposit of £150 at your initial programme consultation, which is deductible from the programme fee;
 - 2.3. The date of our written notification to you that all component parts of your programme have been confirmed will trigger the timetable for payment of the programme fee in accordance with the following scales:
 - 2.4. If within three months of your due departure date:
 - 2.4.1. 50% of the final balance plus the insurance premium is payable immediately; and
 - 2.4.2. the balance plus all departure taxes is payable six weeks prior to the due departure date.
 - 2.5. If three or more months prior to your due departure date:
 - 2.5.1. 33% of the final balance plus the insurance premium is payable immediately; and
 - 2.5.2. 34% of the final balance is payable three or six months prior to your date of departure, whichever is the earlier;
 - 2.5.3. The balance plus all departure taxes is payable six weeks prior to the due departure date.

3. All participants must:
 - 3.1 be 18 years old or older on the day of departure, and
 - 3.2 provide a letter of consent signed by at least one parent or guardian if, at the time of submitting their application, they are under the age of 18; and
 - 3.3 hold a full and valid international passport, which is valid for at least six months after their return date.
4. The participant confirms that he or she has declared any illness or pre-existing condition to AIFS in their application form and should a condition change or materialise they will notify AIFS at the earliest opportunity.
5. Following a positive programme consultation and submission of your itinerary, withdrawal by you from the programme at that stage will result in the forfeit of your application fee and deposit. A refund will only be made on withdrawal for medical grounds, supported by a medical certificate, the cost of which is to be borne by you.
6. If you included a Camp America Module within your itinerary, then you are also deemed to have accepted their terms of withdrawal from that programme. Details of this are set out on their website at www.campamerica.co.uk.
7. You will be issued with a receipt for all deposits and payments made;
 - 7.1 Flight tickets will not be issued by us until your final payment is received.
 - 7.2 You will be responsible for all airport taxes with the exception of UK airport tax which will be paid by us.
8. Participants in the programme are required to take the STA Travel insurance policy described on page 10. Participants will be given details of the policy together with claims forms before departure. All claims must be lodged with STA Travel following their procedures. The STA Travel insurance policy does not form part of the agreement between the American Institute for Foreign Study (UK) Ltd and the participant. On receipt of your second payment, AIFS will take out the STA Travel insurance policy on behalf of the participant, at the level agreed at the consultation.
9. Applicants are required to undergo a standard criminal background check as part of the eligibility for this programme.

10.If you wish to cancel your participation on the programme after we have accepted it, you are required to notify us in writing and for such notification to be sent by recorded delivery post. If you cancel your booking, we will not refund any travel insurance premium you have paid, nor the application fee, nor the non-refundable deposit, and you will be obliged to pay cancellation charges on the scale below which charges reflect our estimated losses as a result of dealing with your booking to the point of cancellation and any other losses we may have to pay:

10.1 Cancellation after we have confirmed your itinerary, but before we have issued your flight tickets will result in forfeiture of your £100 application fee and £150 non-refundable deposit;

10.2 If you have made any payments in addition to your application fee and deposit at the time of cancellation, you will then, in addition, be obliged to pay a £75 administration charge as well as forfeit the £100 application fee and £150 non-refundable deposit. You will also be liable for any cancellation charges passed on to AIFS by ticketing agents, suppliers or overseas partners.

11. If you wish to change your programme details (either choice of destinations and/or activity modules) after we have approved the same, we will do our utmost to help you, although given the nature of the programme, we cannot guarantee that we will be able to achieve the changes you wish. We shall charge an amendment fee to deal with each amendment you wish to make to your approved itinerary.

Charges will be in accordance with the following scale:

11.1. The sum of £30 for each requested amendment to an approved itinerary;

11.2. An additional sum of £75 if the change necessitates the reissuing of a flight ticket, plus any additional airline/supplier charges.

12.It is your responsibility to obtain any travel documents and visa you require for the duration of your programme. If we are fined as a result of you not having the correct documents, you will be liable to repay this amount.

13. It is your responsibility to comply with the visa regulations which apply to each and every country you visit during the programme and in accordance with the visa you carry which covers your status there. We do not accept any responsibility for any visa violations by you.

14. Participants within the Camp America Module are subject to all regulations for participation in that programme, full details of which are available on the Camp America website.

14.1 It is the duty of every participant on the Camp America module to familiarise themselves and comply with these requirements.

- 14.2 Upon payment of your application fee where your itinerary includes participation on the Camp America module, you will be sent the DS2019 visa application form which you require for application for the J-1 visa at the US Embassy in London. You cannot participate on the programme without a J-1 visa stamp being on your passport.
- 14.3 Any visa fees charged by the embassies are your own responsibility.
15. It is essential that you take adequate care of your own safety and of your property whilst abroad. In particular, you must remember that:
- 15.1 Safety standards vary from country to country and frequently fall short of what is expected in the UK;
- 15.2 Hygiene standards are also frequently lower, so care should be exercised at all times;
- 15.3 It is your responsibility to familiarise yourself and to comply with any and all laws, customs, practices and procedures in whichever country you are visiting.
- 15.4 It is your responsibility to have had the necessary inoculations within the required time frame before departure for which you should consult your doctor/travel clinic.
- 15.5 We shall provide you with practical advice regarding your trip wherever possible, but this should not be considered as a substitute for your own investigation and research.
16. It is your sole responsibility to arrive at any pick-up or departure point we have arranged as part of your programme, in plenty of time and in a fit state to travel, together with all your property. If additional transport needs to be arranged in the event of your failing to be at the correct place and at the correct time you will bear any costs arising from this.
- 16.1. The arrival dates of most placements are fixed and should you arrive later than the agreed date, we reserve the right to forfeit your placement.
- 16.2. Where AIFS are able to accommodate a late arrival, you must have provided at least three weeks notice of any change to your arrival date, but in any event, you are liable for any additional charges incurred by your late arrival, such charges being payable on arrival, with payment being a condition precedent to further participation on the programme.
- 16.3 Furthermore, where your late arrival can be accommodated, we reserve the right to alter any constituent part of the programme, including, but not limited to, the type of accommodation provided.

17. Once your programme has commenced, which is defined as you having left the UK, if you cancel your participation in any part of the programme, we reserve the right to cancel your participation in any other elements of the programme and we will not be liable for any costs you incur or to refund any part of your programme fee, which will be forfeited.

18. In the event of you having a complaint about any aspect of your programme, you must submit your complaint in writing within 28 days of your return to the UK.