



CONDITIONS OF PARTICIPATION

I, the undersigned, have agreed that the participant set forth below ("Participant") shall participate in the World Learning Program identified below ("Program"), administered by World Learning Inc. ("World Learning") on behalf of the ASSOCIATION ("Association"). In consideration of Participant's acceptance by the Program, I hereby agree to the following Conditions of Participation ("Conditions"):

PROGRAM FEES

Program fees are listed in U.S. dollars and are based on a person sharing a room with another. The main delegation program cost is based on a set minimum of number of Participants, as are any guest and extension program costs. These minimum numbers must be met in order for the programs to operate. While we do our best to maintain the listed program fee, because our program fees are set well in advance, we reserve the right to change costs due to extraordinary circumstances beyond our control.

WHAT IS INCLUDED

- Comprehensive educational program by delegate leader and professional on-site guides;
- All accommodations and meals as outlined in the itinerary;
- All ground transportation within the itinerary unless otherwise indicated;
- All sightseeing and entrance fees as specified in the itinerary;
- Gratuities to porters, drivers, and guides;
- Transfers to and from airports in the host country, for those arriving or departing according to the designated itinerary;
- International travel insurance with Cigna Global/Lloyd's and International SOS (see separate brochures for details of coverage);
- Porterage charges for one checked piece and one carry-on piece per person (please note your airline may have other baggage limits);
- Comprehensive pre-departure information about the destination and what to expect on the trip, including a suggested reading list.

WHAT IS NOT INCLUDED

- U.S. domestic airfare to and from the Participant's home city;
- International airfare, unless otherwise agreed upon (World Learning can book flights for a 20% fee on the airfare);
- Airport transfers and baggage handling from the Participant's home to the departure airport;
- Airport transfers and baggage handling for Participants arriving before or after the planned group transfer, or departing the trip before or after the planned group transfer;
- Passport, visa, airport departure, and excess baggage fees;
- Trip cancellation insurance;
- Meals not specified in the itinerary; food and beverages that are not part of the included meals;
- Personal items such as telephone, fax, or internet charges, laundry, room service, professional gifts to hosts, or other beverages not specified as included;
- Gratuities for non-group services;
- Expenses resulting from delays due to bad weather, road conditions, sickness, government action, and flight delays;
- Expenses incurred in making individual travel arrangements in conjunction with the trip.



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CHANGES TO THE ITINERARY AND PROGRAM

While every effort will be made to carry out the Program as planned, the nature of travel is unpredictable and we must be prepared for changes. World Learning reserves the right to cancel, terminate, or alter the Program in any way, including itinerary, activities, and excursions, at any time and for any reason, with or without notice. In the event of termination or cancellation, World Learning shall notify any affected Participant as soon as reasonably possible. Rest assured that should any changes be needed, we commit to deliver an experience as outstanding as the one originally planned.

PAYMENTS, CANCELLATIONS, AND REFUNDS

A \$500 nonrefundable deposit is due upon approval of the Participant's application. The balance is due upon receipt of invoice, 90 days before departure. Participants can pay by check, ACH (direct bank transfer), or credit card via the secure World Learning registration portal at www.worldlearning.org/apply-professional-exchange.

All cancellations must be received in writing (email or fax). Per-person cancellation fees are based on the date of the cancellation notice.

IF YOU CANCEL...	YOUR PENALTY IS:
After payment of the deposit	\$500.00
90 – 61 days prior to departure	50% of Program Cost
60 – 31 days prior to departure	75% of Program Cost
30 days or less prior to departure	100% of Program Cost
Cancellation of Program by World Learning or Association	Full Refund to You

Please Note: Please do not book your flights until you have been advised the Program has reached the minimum number of participants. World Learning does not accept liability for any airline or train cancellation penalty incurred by the purchase of a nonrefundable airline or train ticket to the delegation arrival or departure city or cities.

SINGLE ROOMS

If you wish to have a roommate on the program, we will do our best to match you with another delegate of the

same gender. If a roommate cannot be found by 30 days before departure, you will be billed for the single supplement fee. If you do not request a single room and pay the single supplement, you agree that you may be assigned a roommate for the duration of the Program. A limited number of single rooms are available at extra cost on a first-come, first-served basis, but availability cannot be guaranteed. Please understand that in some hotels, single rooms are very small. The premium you pay is for privacy, not spaciousness.

INDEPENDENT TRAVEL

Independent travel is defined as travel conducted by a Participant within or outside of the Program country, which is not part of the official itinerary, such as travel before or after the Program or during periods of free time.

Participants traveling independently before the Program begins or following the close of a Program, including for domestic travel home, assume total responsibility for themselves. World Learning and its employees assume no liability for individuals once they are separated from the Program or on independent excursions or travel. Participants hereby assume any and all risks, known or unknown, and all costs and liability of any kind whatsoever for any independent travel during a Program.

PASSPORT AND VISA REGULATIONS

The Participant must be prepared to present valid, numbered, positive identification matching the name on the passenger manifest when boarding aircraft or other means of transportation. A passport or valid travel identity document must be shown, as required, for international and domestic travel. It is the responsibility of the Participant to ensure that the passport is valid for up to six months prior to the start date of the Program.

The Participant is responsible for complying with all visa procedures and deadlines as outlined by World Learning. The Participant acknowledges that visa and passport decisions are made at the discretion of the issuing government. A Participant's inability to obtain the necessary passport or visas may result in withdrawal from the Program and forfeiture of payment according to the cancellation policy.



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HEALTH RECOMMENDATION

To enjoy their travels to the fullest, all Participants should be in good physical and mental health. Any physical condition requiring special attention, diets, or treatment must be reported in writing when the deposit is paid. We reserve the right to decline to accept or retain any person as a Participant should such a person's health, mental condition, physical infirmity, or attitude jeopardize the operation of the professional exchange Program or the enjoyment of other Participants. All health information is protected and treated as confidential.

HEALTH GUIDELINES, TRAVEL ALERTS, TRAVEL WARNINGS, COMPLIANCE

In signing this form, the Participant agrees that he/she has read or will read any U.S. Department of State (travel.state.gov/content/travel/en/international-travel/International-Travel-Country-Information-Pages.html) and Centers for Disease Control (wwwnc.cdc.gov/travel) Travel Advisories relevant to the Program Country, and are responsible for complying with any recommended or required immunizations, precautions, and procedures set forth therein, or in other guidance provided by World Learning, or its contracted third party travel security providers, as applicable.

INSURANCE

For the duration of the Program, World Learning will provide Participants with emergency illness, accident, and lost baggage/personal effects insurance. All Participants should read the Statement of Benefits carefully and understand that not every loss will be covered and deductibles may apply. This insurance should be considered as supplemental secondary insurance to the Participant's own personal insurance. World Learning strongly advises Participants to consult their own advisors regarding additional or supplemental health insurance coverage for the duration of the Program. World Learning discourages traveling with expensive items such as jewelry and other valuables.

We strongly recommend the purchase of trip cancellation insurance, which is available for coverage of expenses in conjunction with cancellation due to illness or accident. In the event that you must cancel your participation in a delegation, trip cancellation insurance may be the only

source of reimbursement. World Learning does not provide trip cancellation insurance, so participants may obtain coverage through a company of their choice. All World Learning trips include emergency evacuation insurance as part of the Program fee.

CONSENT TO SHARE OR RELEASE INFORMATION

The Participant hereby consents to the reasonable sharing or disclosure of the Participant's personal information, medical information, and other information within World Learning and externally for the purpose of administering the Program, participation in the Program, and for all purposes consistent with the sound management and operation of the Program, including responding to any incidents involving the Participant and/or related to health, safety, behavior, or conduct of the Participant and/or the Delegation. World Learning will make efforts to keep such information confidential to the extent possible consistent with the above and will endeavor to seek specific or advance authorization with respect to specific incidents when reasonable under the circumstances, but the Participant agrees that World Learning is not obligated to obtain advance authorization beyond the consent contained herein.

RESPONSIBILITY STATEMENT AND LIABILITY DISCLAIMER

This Association's delegation trip is managed by World Learning, an educational nonprofit organization working as an independent contractor. World Learning acts only as an agent for the respective third-party suppliers of goods and services (e.g., hotels, airlines, railroads, bus companies, local tours, etc.) by making arrangements for transportation, accommodations, and other services.

Neither the Association nor World Learning controls, owns, or operates these suppliers. The suppliers are independent contractors. Neither the Association nor World Learning shall be held liable for personal injury, death, loss, baggage claims, damage, accident, delay, and/or irregularity arising out of any act or omission of these suppliers, their employees, agents, or representatives. Neither the Association nor World Learning shall be held responsible for losses or delays arising from sickness, pilferage, acts of terrorism, weather conditions, and/or acts of God. All such losses or expenses shall be borne by the Program Participant.



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The Association and World Learning reserve the right to cancel any trip prior to departure, in which case the entire payment will be refunded without further obligation. The Association and World Learning also reserve the right, without penalty, to withdraw the announced delegation trip, to decline to accept any person as a Participant in a Program, or to require any Participant to withdraw from the Program at any time, when such action is determined by Program staff to be in the best interests of the health, safety, or general welfare of the delegation, or the individual Participant, subject only to the requirement that the recoverable portion of the total amount paid that corresponds to the cost of unused services and accommodations be refunded, if any. Participants are encouraged to purchase airline tickets no sooner than 60 days before the Program begins to avoid airline cancellation penalties if a Program is canceled or otherwise modified subsequent to the Participant's purchase of those tickets.

The Association and World Learning reserve the right, without penalty, to make changes in the published itinerary whenever, in their judgment, conditions warrant, or if they deem it necessary for the comfort, convenience, or safety of delegation Participants. Dates, schedules, Program details, and costs, although provided in good faith based on information available at the time of publication, are subject to change and revision.

The Association and World Learning shall not be liable for the purchase of non-refundable airline tickets to the delegation start and end cities. Baggage and personal effects are at all times the sole responsibility of the Participant. Participants are encouraged to purchase travel insurance to cover trip cancellations. It is understood that air, ship, or train tickets when issued shall constitute the sole contract between the passenger and carrier concerned.

All services are subject to the laws of the country in which they are rendered.

ASSUMPTION OF RISK

The Participant understands that participation in the Program is wholly voluntary. Although World Learning has made reasonable efforts to assure participants' health

and safety while participating in the Program, there are unavoidable, unpredictable or inherent risks in travel overseas, including, but not limited to, (a) those identified in these Conditions and the references herein, and (b) those associated with strikes, civil unrest, terrorism, military or paramilitary action, wars, insurrections and other armed conflicts, criminal activity and violence, force majeure, weather conditions, public health risks, governmental actions or omissions, acts of God, industrial or commercial accidents, motor vehicle accidents, food safety risks, allergic reactions, insect-borne or water-borne illnesses, and all other possibly dangerous conditions or unanticipated circumstances beyond the sole control of World Learning.

In signing this form, the Participant acknowledges that he/she has considered and is aware of and understands the risks and dangers of all travel and activities associated with participation in the Program, including dangers to Participant's health and personal safety posed by the risks described.

Participant hereby assumes, knowingly and voluntarily, each of the risks described above and all other risks that could arise out of or occur during the Program and Participant's travel to, from, in, or around Participant's Program country, or in any way related to Participant's participation in the Program.

ILLEGAL CONDUCT AND CRIMINAL BEHAVIOR

The Participant will be subject to the laws of the country in which the Program takes place. If a Participant breaks a law, including but not limited to, theft, battery, or illicit drug use, such conduct shall be grounds for immediate dismissal from the Program and the Participant will be required to make all further arrangements at his/her own expense. In no event shall World Learning or the Association be responsible for legal fees or other costs incurred by any Participant in connection with any illegal behavior.

RELEASE AND INDEMNIFICATION

In signing this form, the Participant, individually and on behalf of his/her heirs, successors, assigns, and personal representatives, hereby releases and forever discharges World Learning, the Association, and their employees,



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agents, officers, trustees, and representatives (in their official and individual capacities) (the "Representatives") from any and all liability whatsoever for any and all damages, losses, costs, or injuries (including death) Participant sustains to person or property or both ("Losses"), including but not limited to any claims, demands, actions, causes of action, fines, judgments, damages, expenses, and costs, including attorney's fees and costs, which arise out of, result from, occur during, or are connected in any manner with Participant's participation in the Program, any activities, or excursions, irrespective of whether they are sponsored, supervised, or controlled by World Learning, except for such Losses as may be caused by the gross negligence or gross and willful misconduct of the Representatives. Participant also agrees to fully indemnify and hold harmless the Representatives from and against any Losses.

GENERAL

These Conditions represent the complete understanding with World Learning concerning World Learning's responsibility and liability for the Participant's participation in the Program. These Conditions must be read and signed without alteration by the Participant before being allowed to participate in the Program. Should any provision or aspect of these Conditions be found unenforceable, all remaining provisions of the Conditions will remain in full force and effect. These conditions may be executed in two or more counterparts, each of which shall be an original and all of which together shall constitute one and the same instrument. Should there be any dispute concerning the Participant's participation in the Program that would require the adjudication of a court of law, such dispute or lawsuit must be filed only in a court in Windham County, Vermont, or in the United States District Court for the District of Vermont, to the exclusion of any other court or jurisdiction.



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SIGNATURES

The undersigned Participant has read and understood the **Conditions** above and by signing below:

Consents To or **Does Not Consent To** the Conditions described therein.

After reading the Terms and Conditions completely and carefully, please complete the information below and sign, date, and submit this page of your Conditions of Participation to World Learning.

(You need to submit a copy of this signature page only; not all pages need to be submitted.)

Partnering Association: _____

Travel Dates: _____

Travel Destination(s): _____

Participant Name (printed): _____

Participant Signature: _____ **Date:** _____

It is the policy of World Learning to provide equal employment and educational opportunities for all persons regardless of age, ethnic origin, gender, nationality, physical or learning ability, race, religion, sexual orientation, gender identity, protected veteran status, or any other legally protected condition, including the making of reasonable accommodations for employees and participants with disabilities.

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