

**IMPORTANT: THIS IS A LEGALLY BINDING AGREEMENT. PLEASE READ IT THOROUGHLY. YOU MUST PROVIDE THIS TERMS AND CONDITIONS AGREEMENT SIGNED, INITIALED AND DATED, TO GEOVISIONS.**

*If you have any questions, please ask your GeoVisions Enrollment Coordinator before you sign these Terms & Conditions. Voluntary or willful ignorance of the content of this document will not release you from your responsibilities.*

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I agree to the following Terms & Conditions of my participation in my overseas program of choice through GeoVisions. I understand that failure to comply with this agreement may result in cancellation of my program abroad, as well as my affiliation with the program and GeoVisions.

**General Program Terms & Conditions:**

- I waive and release all claims against GeoVisions and its employees/agents for any injury, loss, damage, accident, expense or delay caused by or related to any means of transportation, lodging (hotel, host family, apartment, dormitory, hostel, or pension), school premises, restaurant, securing passport and visas, or any other services rendered in connection with the program.
- I release GeoVisions and its employees/agents from any liability incurred or any damage to the personal property of others that I may cause while enrolled in the program.
- I understand that I am traveling under my own responsibility and hereby release GeoVisions and its employees/agents from any liability related to my personal health or safety.
- I understand that I am advised not to purchase travel tickets until my program placement has been confirmed. If I purchase travel tickets prior to confirmation, GeoVisions is not responsible for any fees I may incur should changes need to be made.
- I understand that I am advised not to apply for any visa until my program placement has been confirmed, or until otherwise advised by GeoVisions' employees/agents.
- I am responsible for any additional expenses if I arrive in country before the start of my program. I have access to sufficient funds to support myself for the initial stage of

my placement. I will have a return or onward ticket, or the funds for a fare to depart the country I will be visiting during my program placement.

- I understand that the airline, train or bus carrier's liability for loss or damage to baggage or for personal injury is limited by their tariff and subject to government regulations. Any claims related to my chosen method of transportation must be addressed directly to the transportation carrier.
- GeoVisions and its affiliates and partners decline any legal responsibility for: (1) incurred health problems or any personal misconduct or inappropriate behavior by me if I am removed from the program; (2) any force majeure (earthquake, floods, strikes, etc.).
- GeoVisions will be responsible for providing the services outlined to me. In the event that the services and accommodations outlined cannot be provided due to causes beyond the control of GeoVisions, all efforts will be made to provide comparable services and accommodations. If a position is cancelled due to circumstances not related to me (enrollment numbers, safety, etc.), GeoVisions will only be responsible for reimbursing me the amount of the program fee. Program prices are subject to increase in the event of changes in international monetary exchange rates.

### **Program Conditions:**

*Prior to departure, I agree that:*

- I will read all written materials sent to me by GeoVisions or their partners.
- I understand this is a volunteer or work experience program.
- I understand that I am required to fulfill the entire length of the program I have agreed upon.
- I understand that I cannot conduct personal leisure travel experiences that would prevent me from working or volunteering during my normal schedule until I have fulfilled my agreement.
- I understand that GeoVisions sends important messages through the email address I submitted on my application. I agree to check my emails regularly for program updates. If my email address changes, I will notify GeoVisions.
- I will be responsible for all costs related to international travel and any fees associated with visas and/or additional insurance.
- I accept and understand that certain risks are involved in traveling, and I undertake this program at my own risk.

- I paid a nonrefundable application fee,<sup>1</sup> which was due upon submission of my application. In most cases, GeoVisions requires a second nonrefundable fee 30 days after application. Final program payment is due no later than 60 days before my departure. If I submit a late application or payment, or if my additional files and documents are late at any point in the application and placement process, I will not hold GeoVisions responsible for any delay in my placement process.
- I understand that any payments I have made towards my program fee will not be refunded if, during an interview with an employer or host family, a position is not offered based on my interview.
- I understand that GeoVisions cannot guarantee a specific placement location, exact start date, or placement of two participants in the same area, but will make every effort to accommodate such requests.
- I will fulfill the requirements of the placement as outlined in any placement offer from GeoVisions.
- I understand I must be in possession of a valid passport, insurance, and any required vaccinations before starting my program. If GeoVisions notifies me that I must be in possession of a visa, I will apply for the visa as soon as my placement is confirmed and at my expense. If I am unable to procure the appropriate visa, I understand this may result in loss of placement, and that a program refund will not be provided.
- I understand that all photos or testimonials provided to GeoVisions during my participation in the program can be used for GeoVisions' promotional purposes. I may refuse permission by providing written notification to GeoVisions at [programs@geovisions.org](mailto:programs@geovisions.org).

#### **During My Stay Abroad, I Understand That:**

- I must check-in with GeoVisions via phone or email, within the first week of arrival in my host country.
- During my placement abroad, in the event of problems, I agree to communicate with my host family, employer, host school or in-country coordinator immediately.
- If I have any concerns/issues with my placement, I will contact GeoVisions' in-country support team to resolve them.

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*<sup>1</sup> The application fee is an administration and processing fee and as such is nonrefundable after the first 48 hours. A grace period of 48 hours is given to request a refund during which the refund will be granted. This is called the Buyer's Remorse refund policy.*

- I will be responsible for participating in accordance with the arrangements agreed upon with my host family, organizer or school.
- If I do not fulfill the expectations of my placement duties and I lose my placement, GeoVisions is not responsible for finding a second placement.
- I understand that if I have any claims or complaints, they must be submitted directly to GeoVisions in writing within 10 days of the incident and cannot be publicly posted to third-party sites until GeoVisions has an opportunity to resolve the situation.
- I agree to complete the full terms of my position as outlined in the documentation with my host family, host school or in-country organization.
- I understand the type of placement may be adjusted during my program, and this will be determined by my own attitude, diligence, initiative, language level, and the requirements of the placement.
- I agree not to incur any debts, telephone bills, etc., that I cannot cover.
- Holidays must be planned in advance, in agreement with the employer and/or host family.
- The following will not be considered acceptable behavior, and will lead to expulsion from the program without refund:

*Abuse of alcohol or drugs to the detriment of the program or putting others at risk; violating the laws of my host country (including use of drugs considered illegal in my host country); personal misconduct or inappropriate behavior of a serious nature; failure to carry out the tasks of the position.*

- In the event GeoVisions agrees to a second placement, I am responsible for any additional cost(s) incurred if I leave my first placement early, until the second placement is secured.
- In the event that I leave my placement prior to my scheduled end date, no refund of fees will be granted.

### **Upon Completion Of The Program:**

- I agree to complete the GeoVisions evaluation and/or program review form. I will give my honest opinion and feedback regarding my experience abroad.

### **Insurance:**

- I understand that I must have appropriate medical & travel insurance while I am a participant on a GeoVisions program. If I am from the USA, insurance is provided for

travel, accident and illness. If I reside outside the USA, I will need to obtain coverage (if my current coverage does not cover overseas illness) and show proof to GeoVisions.

### **Privacy Policy:**

GeoVisions is committed to keeping your information safe and will never distribute or share any of your medical or financial information to anyone without your express consent. To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place physical, electronic, and managerial procedures to safeguard and secure the information we collect online and through mail. By visiting [geovisions.org](http://geovisions.org), you agree to our Privacy Policy, which is available to you here: <http://geovisions.org/privacy-policy/>

### **Rush Fee, Late Fee, Change Fee:**

Sometimes, applicants want to be placed immediately, within our normal 90-day suggested minimum time frame. This takes a lot of work and time on GeoVisions' part as well as on the part of the applicant. Our partners in our overseas offices must also work overtime to make this rushed experience a reality. To compensate, there is a \$100 "rush fee" added to the program fee inside 90 days.

60 days before departure, the balance of the fees must be paid. If there is a balance due inside those parameters, there will be a \$100 "late fee." If you are inside 30 days and have a balance due, you will be removed from the program and your insurance, if applicable, canceled. You would need to ask for reinstatement in writing to be allowed to participate on the program.

Changes you want to make to your program carry a \$100 change fee, plus any charges incurred if you are already matched/confirmed or placed.

### **Photos and Video:**

GeoVisions will never share your contact information without your express consent. You do however give GeoVisions the right to use any photos, videos, quotes from surveys or testimonials from its programs that you share or agree to share.

### **Payment of Fees:**

For programs with fees greater than \$350, GeoVisions must receive the nonrefundable second payment before documents are sent to our offices abroad to secure a placement. Payment in full must be received at least 60 days before departure, or there is a \$100 late fee. No refund will be provided.

## Payment Schedule:

1. Nonrefundable Application Deposit: \$350 paid with submission of the formal application.
2. Second nonrefundable payment: If there is a balance due after the application deposit is paid, a second payment of \$350 (or less if the balance is less than \$350) is due 30 days after the initial application is submitted and the application deposit is made.
3. Balance of all fees is due no later than 60 days before departure. A late fee of \$100 is assessed after 60 days before departure.

## Cancellation and Refund Policy:

Refunds prior to departure:

- Refunds will be issued according to the chart below. Please submit all cancellation notifications to GeoVisions in writing (email is acceptable).

TIMING OF CANCELLATION / REASON	REFUND
Cancellation within the first 48 hours of submitting your application	100% of your program deposit, less a \$75 processing fee.
Cancellation after the first 48 hours of submitting your application	<p>No refund.</p> <p>As long as you have not been matched or confirmed on a program, funds you have paid GeoVisions can be used as a credit toward another program within one year of your cancellation. To qualify, submit your application more than 90 days before your flexible start date and submit your required documents within 14 days after your date of application.</p> <p>If you have been matched or confirmed on a program, no credit can be used toward another program.</p>
If GeoVisions does not match you or confirm your participation on a program within 30 days of your flexible start date	Full refund of 100% of monies paid to GeoVisions less \$150. To qualify, submit your application more than 90 days before your flexible start date and submit your required documents within 14 days after your date of application.
If GeoVisions is unable to place you due to adverse information on your health form or criminal background check or the inability to be hired based on failing an interview	Full refund of 100% of monies paid to GeoVisions less your initial \$350 program deposit.

### **Refunds after Arrival in Your Host Country:**

- I understand once program attendance has begun, no refunds will be granted regardless of the length of time remaining for the scheduled program(s).
- Cancellation and trip interruption insurance may be purchased on a supplemental basis through various outside and optional travel insurance policies, at my own cost.

This Agreement shall be construed and enforced under the applicable procedural, statutory and common law of the State of Connecticut.

In the event of any dispute, claim, question, or disagreement arising from or relating to this agreement or the breach thereof, the parties shall use their best efforts to settle the dispute, claim, question, or disagreement. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both.

If they do not reach such an agreeable solution within a period of 60 days, the parties hereby consent and submit themselves to the jurisdiction of the Courts of the State of Connecticut with respect to any controversy arising under or relating to this Agreement. Service of process may be effected on any party hereto which is not a resident of the State of Connecticut by certified or registered United States Mail, postage prepaid, addressed to such party.

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**I have read this agreement and by signing, agree to all the Terms & Conditions of participation. Furthermore, I certify that all the statements made here as part of my application are true. I know of no reasons why I may be refused entry into my host country.**

**By signing below, I accept the program and pricing, and agree to the Terms & Conditions above. I have read the eligibility requirements and attest that I am eligible to participate.**