

Study Abroad Program Handbook

Caribbean Islands

January 2-20, 2017

ED1131/2131: Lifestyles for Learning

PE1630: Beginning Boating Skills



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A Note of Welcome

Welcome to the January Term Caribbean Islands Program! This class is one that focuses on wellness and learning, and the trip itself will be similarly focused on experiencing what constitutes wellness in our lives. We will be spending 17 days total in the Virgin Islands, arriving on St. Thomas on January 2nd. For 5 days we will be sailing aboard the *Roseway*, a refitted Gloucester fishing schooner run by the World Ocean School. We will then move to the island of St. John, where we will stay first at the Cinnamon Bay Campground on the north side of the island, and then go to the eastern side of the island and stay at Concordia Eco Resort. Both in classes and in our activities we will be experiencing different wellness activities, as a way to explore how those activities affect our ability to learn and how they affect our overall well-being. We will also, of course, be enjoying the ocean environment and warm Caribbean climate and culture. We will be returning to Putney on January 18th, with classes continuing on campus Thursday and Friday; students will put together their final projects to be presented to incoming students on Friday the 20th.

This handbook contains some important information about our itinerary, the course, academic expectations, and what is expected and required of each student as a member of the team experiencing this program. Please take the time to read these materials over carefully. We look forward to seeing you at our orientation meeting which will be held before we depart for the winter break on Friday, December 9th from 9-12 am in the Stone Hall coffee house. We will review packing strategies and the course-pack, and we will also be meeting with a representative from World Ocean School.

Bon voyage,

Meg Spicer
Program Director

Sophie Dennis
Academic Director

Travel Details

The flights for this program are still being worked out, but it can be assumed that the group will leave from Logan Airport in Boston on Monday, January 2nd, and return to Logan on January 18th. There will be a shuttle leaving from Landmark on the morning of the 2nd, or students can meet us at Logan. There will be a Landmark shuttle to bring students back to campus on the 18th. The program will wrap-up on Friday the 20th when we present on an aspect of wellness to incoming students. We will communicate flight details via email (and post them to the Caribbean Islands Program website) as soon as we have them.

Travel-Day Questions

Program Director: Meg Spicer [802-738-2567](tel:802-738-2567)

Academic Director: Sophie Dennis, [\(802\) 258-8423](tel:(802)258-8423)

Landmark Campus Safety: 802-387-6899, for emergencies

Please see for any questions regarding airline travel:

- Transportation Security Administration travel information:
<http://www.tsa.gov/traveler-information>
- US State Department travel information:
<http://travel.state.gov/content/passports/english/country/costa-rica.html>

Contact & Emergency Information

At Landmark College

Landmark College Vice President for Student Affairs

Michael Luciani
Office: 802-387-6713
Cell: 603-398-7781
Email: mluciani@landmark.edu

Landmark College Campus Safety

802-387-6899 (24 hours)

Landmark College Director of International Education

Peg Alden
Office: 802-387-6821
Cell: 802-490-4515
Email: palden@landmark.edu

Program Director

Meg Spicer
Landmark Office: 802-387-6739 pre-departure
In-country cell: This number will be communicated once we are in the Virgin Islands.
megspicer@landmark.edu

Academic Director

Sophie Dennis
Landmark Office: 802-387-6861
In-country Cell: This number will be communicated once we are in the Virgin Islands.
sdennis@landmark.edu

In-country

For all emergencies: 911

St. John medical care:

- Myrah Keeting Smith Clinic (340) 693-8900

St. Thomas medical care:

- Roy L. Schneider Hospital (340) 776-8311

US Coast Guard: 340-776-3497

Itinerary

Study Abroad programs are dynamic, flexible, adaptable, and changeable. Plan for adjustments as we travel and learn, together! For more information on where we are staying, see the housing section of the handbook.

January 2 – Travel to St. Thomas, stay for one night at the Beachcomber Hotel

January 3-7 – Sailing aboard the Roseway

January 7-13 – St. John Island, Cinnamon Bay Campground

January 13-18 – St. John Island, Concordia Eco-Resort

January 18 – Travel back to Putney

January 20 – Presentation to new students

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
2 Fly out St. Thomas over night	3 Board the Roseway	4 Roseway	5 Roseway	6 Roseway	7 Disembark St. John Cinnamon Bay Campground	8 Cinnamon Bay
9 Cinnamon Bay	10 Cinnamon Bay	11 Cinnamon Bay	12 Cinnamon Bay	13 Concordia Eco Resort	14 Eco Resort	15 Eco Resort
16 Eco Resort	17 Eco Resort	18 Fly home	19 On campus: Work on Final presentations	20 Present to Orientation Students	21	22

Course Syllabus for Lifestyles for Learning (ED 1131/2131)

This course explores current scientifically-based information about health and wellness issues relevant to the college student, from the individual to the more global perspective. The course introduces health education content specifically confronting college-age adults, including mind/body health, sleep, diet and nutrition, and models of resilience. This study abroad trip provides students with the opportunity to actively study and engage in strategies for healthful living while practicing those skills necessary for traveling and learning in a new environment. Students will be provided opportunities to research, apply and practice various models related to course themes, and will ultimately complete a Personal Health Toolkit. This wellness course focuses on the relationship between lifestyle choices and the learning process, asking students to reflect on how their personal choices can affect their academic achievement. Students will share what they have learned at the New Student Orientation in January.

Most mornings prior to breakfast will be spent in group wellness activities, focusing on stress awareness and reduction. Class activities will take place each day between breakfast and 4:00pm. Direct instruction and class time will occur every afternoon between 4-6pm, during which students will explore course themes through assigned readings and discussion. Most evenings after dinner will be spent in seminar format reflecting on the day's experiences and preparing for the next day's activities, and completing assigned work. Students will be expected to engage in an on-going reflection of how the seminar theories, activities and readings, coupled with their direct experiences, are informing their understanding of the course themes related to healthy lifestyle choices that positively impact the college student. Students will engage in daily reflective writing, and will regularly post their reflections on the course travel blog.

Required Text: Course-pack prepared by the instructor. Students are expected to buy and carry the course-pack with them to the Caribbean Islands.

Required Journal: Students are required to purchase a "College Ruled Composition" journal and to carry it with them throughout the trip. It is bundled with the course-pack for purchase in the bookstore.

Credit Note: In addition to the work expected for the 1000-level of the course, **students taking the course for 2000-level credit** will be expected to complete additional work. Please see *Assignments & Grading*, below, for more specific information.

Prerequisites: ED1131: EN 1011, FY1011: passed with a C or better.
ED 2131: passed with a C or better.

Learning Objectives, 1000 & 2000 level

- **Develop** a foundational knowledge in health education topics related to personal health and wellness through assigned readings
- **Identify** current research in the field of Mind/Body Health and models of resilience by evaluating sources of health education information
- **Understand** health as multidimensional, involving the whole person in a psychoneuroimmunological (PNI) model, through assigned readings and activities
- **Explore** the relationship between lifestyle factors and the impact of these on the academic experience, through readings, classroom discussions and activities
- **Examine** how one's understanding of his/her own lifestyle choices can be expanded by observing, sampling, and reflecting on, new experiences in a foreign culture
- Identify and **apply** new lifestyle models to one's own experience and reflect on the outcomes

Skills to be Emphasized

- **Educational/Cultural Curiosity**

Students will engage with a recursive process of asking questions and seeking answers through multiple sources

- **Critical Thinking**

Emphasis will be placed on critical analysis of written, oral, and observational analysis

- **Research**

This course will involve the gathering, assessment and integration of multiple sources of data related to course themes

- **Reading**

Students will read articles provided in the course-pack as well as those researched and located independently

- **Writing**

A focus on writing for clarity- for reflective purposes as well as more formal papers- will be emphasized

- **Oral Communication**

Students will practice those skills necessary for speaking and listening to their peers in daily group discussions

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Methods of Assessment

(All are for 1000-level, with 2000-level additional requirements added where applicable)

20% Participation and Engagement

Description: Active and consistent engagement is required and includes attending all class periods, participating in structured group activities and field trips as well as all group discussions.

10% Journaling

Description: Expectation is that students will be engaging in journaling throughout the term as a method of internalizing new learning and experiences. The entries should provide a descriptive account of the reading or activity/event and include your thoughts about the experience, including personal take-away. Journaling can include writing for the

travel blog.

~2000-level: addition of a final, comprehensive journal reflection paper of 2-4 pages

20% Reading Assignments and Written Responses

Description: As preparation for class and daily hands-on experiences, students will be expected to engage in the active-reading of articles in the course-pack, and to respond in writing. These twice-weekly responses will be approximately one-page in length. (Two weekly) ~

~2000-level: addition of four articles with one-page written responses (four weekly) ~

10% Boat Experience Final Reflection Essay

Description: While on-board the Roseway, students will be expected to journal about their experiences every day. This final 2-4 page reflection essay will pull the daily journal entries together into a cohesive experience.

15% Formal Papers:

Description: In addition to the shorter, more informal, reading responses, students will be required to write one 3-5 page paper on a topic related to the course themes and for which the student will engage in observation and research while studying abroad. An annotated bibliography will be required.

10% Culminating Project- Personal Health Toolkit

Description: Development of a personalized system, incorporating the four main class themes for mental and physical health, to support the student when they return to campus life.

15% Final Presentation- LC New Student Orientation

Description: This final presentation will be the culmination of the course. Each student will be responsible for contributing to a presentation on Friday, January 20th to the new students on campus. The focus will be on the course theme of Wellness and will be in Power Point format

Landmark College Code of Conduct:

While studying away from the college, it will be important for students to remember that the following are expectations that must be adhered to so everyone in the group has the opportunity to have a positive experience:

**Honesty--Safety--Understanding-- Respect for Others-- Respect for Property--
- Respect for Community**

http://www.landmark.edu/m/uploads/Student_Handbook_2014-2015.pdf

Course Syllabus for Beginning Boating Skills (PE1630)

Course description

Beginning Boating Skills will introduce students to the foundational skills of operating watercraft, including skills related to safety, proper equipment use, steering, navigation, and analysis of water/weather conditions. The watercraft studied in Beginning Boating Skills will be announced prior to the start of the registration period and can include kayaks, canoes, shells and sculls, recreational motor boats and sail boats. All safety equipment, watercraft and transportation will be provided by the College. Students will be assessed on content knowledge and demonstration of skill proficiency throughout the semester. This hands-on course will primarily be held on a waterfront and students should anticipate getting wet. Students are encouraged to wear water shoes and light, water-resistant/water-proof clothing. When working with boats under 50ft in length, students must be able to swim 25 yards unassisted and tread water continuously for 5 minutes. A swim test will be given prior to the start of the class.

Rationale

As the Physical Education department works to increase the number of outdoor recreation courses available to students, it is logical to take advantage of the College's close proximity to the Connecticut River, West River and Spofford Lake. Additionally, because boating is a very popular recreational activity across the United States, offering students a boating skills class is a way to promote safe, lifelong participation in a physical activity that can be found in every US state.

Prerequisites

None

Course learning outcomes

Students will identify optimal water and weather conditions for boating relative to their ability level and boating goals.

Students will execute correct propulsion and steering methods relative to their watercraft in a variety of wind and water conditions.

Students will use the correct terminology relative to their watercraft.

Students will demonstrate an understanding of waterfront and boating safety.

Major methods of assessment

Successful completion of this 1 credit pass/fail course will be assessed based on:

1. Class attendance
2. Active participation (full cognitive and physical involvement for the duration of the class) in lessons and activities: 55%

3. Three formative assessments given during the semester to evaluate student learning in specific skills or concepts (examples include: skill rubrics, verbal or written quizzes, drawing or labeling a diagram): 30%

4. One summative assessment given at the end of the semester to assess the culmination of student learning (examples include: a "how to" video filmed by students, small group presentations, participation in a poster session, participation in a competitive, community-wide event (e.g. a regatta)): 15%

Texts and materials

None

Useful Websites

www.caribbean.com/jsp/generalinfo.jsp?currentDestination=30

www.visitusvi.com

www.worldoceanschool.org

Packing Tips

Clothes

The Caribbean is warm and generally casual, but you should also bring some layering for warmth especially for our time on the boat. Synthetic fabrics, like polar fleece, provide a warm layer and dry quickly if they get wet. Nylon fabrics and blends are lightweight and offer protection from the wind. Cotton fabrics retain moisture, lose their insulating qualities when wet, and dry slowly.

Baggage

1 Soft duffle bag – this is critical as you will be sleeping with your bag on board the Roseway. It's not fun to sleep with a suitcase.

1 carry-on that is a **backpack** which you can later use on day trips.

What NOT to bring

Don't bring anything unnecessarily expensive, or anything that cannot be replaced because of cost or sentimental value.

******* *No more than that!* *******

Packing List

Essential/Required gear:

- Passport (**keep in carry-on bag!**)
- TWO color copies of passport
- Student ID Card
- ATM card and credit card (minimum of \$1,000 on it)
- Glasses/contact lenses
- Sunglasses
- Water bottle
- Day pack
- Flashlight or headlamp
- Bug spray
- Sunscreen with SPF 30+
- Bonine (anti-sea sickness medication)
- Toiletries: tooth brush, tooth paste, brush/comb, shampoo, soap, lotion, etc.
Remember there are restrictions on liquids allowed in your carry-on bag
- Prescription medications – enough for the entire trip. **It's important that the medications are in their original containers with your name on it**
- Women: sanitary items
- Laptop computer and thumb drive

Course Supplies:

- Course-pack and composition journal
- Pens, highlighters

Clothing:

- 3-4 t-shirts
- 1 long-sleeved shirt
- 1 light-weight shirt/jacket
- 1 pair pants
- 2 pairs of shorts
- 6-7 pairs of underwear
- 1 pair socks
- 1 pair shoes, comfortable for hiking
- 1 pair of sandals **with heel strap**
- Sun hat with visor
- Bathing suit
- Towel

Optional:

- Camera (non-phone)
- Raincoat
- Book(s)

Tips for the Traveler

Passports and Visas

A current passport will be required.

Money Matters and Suggested Budget

As we will be mainly in the US Virgin Islands (other than sailing around the British Virgin Islands), they use US currency. There are ATMs on St. Thomas and St. John.

In case of loss or theft, students should have more than one way to access personal funds while in the Virgin Islands (such as an ATM card and a credit card). It is also a good idea to have more than one credit card available; one can be kept in a wallet and a second can be secured back at the accommodation. Credit cards can be good for emergencies, especially if they can be used to withdraw money with a PIN number (charges will likely apply). Students are discouraged from bringing a lot of cash.

While student spending varies widely, a minimum estimate of spending money would be about \$1000 including the food budget. This estimate does not include extensive personal travel, gift buying, or frequent dining out at restaurants.

Water and Food

Students should expect to spend an extra \$1,000 on food and other items they may buy; we will be on the islands during their peak season, and it is quite expensive there. Your food is provided during our time on the boat, and we will be having several group meals together, but beyond that students are responsible for their own meals. The water is safe to drink at most establishments. Bottled water is available also, and we will be focusing on keeping hydrated throughout the trip.

Housing

January 2nd: Beachcomber Hotel, St. Thomas

January 3rd-7th: Sailing aboard the *Roseway!*

Information on the boat: The *Roseway* is an old Gloucester fishing schooner that has been renovated to carry passengers for educational trips. The boat was originally built in 1925 to take part in an annual race between the Gloucester and Halifax (Nova Scotia) fishing schooners. In 1941 she was bought by the Boston Pilots Association and was refitted to serve as a pilot boat in Boston Harbor (during WWII this meant guiding ships through minefields and anti-submarine netting). She served as a pilot boat for 32 years until she was retired in 1973, whereupon she underwent several refittings to carry passengers, eventually being donated to World Ocean School for educational trips and underwent a complete restoration. After 84 years, she is one of only six original Grand Banks schooners, and the only schooner specifically designed to beat the Nova Scotians in the international fishing vessel races of the 1920s and 1930s. The *Roseway* is a registered US National History Landmark. *Roseway* is 137' in length, has 5,600' of sail area, 400 horsepower engine, two generators, radar, GPS, VHF,

and cellular phone service (for the captain and crew). She has a US Coast Guard Certificate of Inspection. Accommodations include 12 bunks in Cabin A, 22 student bunks in Cabin B, a main salon, head (toilet) and shower, and crew accommodations. Website: www.worldoceanschool.org. Phone: (617) 816-9247. Boston office: PO Box 51091, Boston MA 02204; VI office: PO Box 25034, Christiansted, VI 00824.

Please note that for the duration of our time on *Roseway*, all electronic devices are not allowed. They will be collected by the program director before boarding the ship, and will be returned once we arrive at St. John.

January 7th-13th: Cinnamon Bay Campground, St. John (north end of island)

Information on the Campground: We will be staying in cottages near the beach. Each cottage is 15'x15' with an outside terrace. All are equipped with four twin beds, linens, electric lights, electric plugs, fan, picnic table, charcoal grill, propane gas stove, cooler, water container, small refrigerator, cooking and eating utensils. There are nearby central bathhouses that include restrooms and cool water showers. If you want to go to a restaurant rather than cook, the T'ree Lizards Restaurant is right nearby. There is a beach shop, a Water Sports Activity Center, and general store, as well as access to trails which are part of the Virgin Islands National Park system. Website: www.cinnamonbay.com. Phone: (340) 776- 6330 or (340) 69305654. Address: PO Box 720, St. John, VI 00831.

January 13th-18th: Concordia Eco Resort, St. John (east end of island)

Information on Concordia: Located on the southeast end of St. John, Concordia is situated on a hillside overlooking Drunk Bay. You will be staying in Eco-Tents, which are wood framed, soft-sided structures nestled into the hillside. Concordia's nature trail provides access to the white sands of Salt Pond Beach, and there are plenty of water sports like sailing, scuba, wind surfing, and snorkeling for active guests. There's also lots of peace and quiet for those who simply want to enjoy the natural surroundings in thousands of unspoiled acres. There is a nearby restaurant called Café Concordia, and we will be 10 minutes from the town of Coral Bay. There is taxi services for both Cinnamon Bay and for Concordia, which can take you to Cruz Bay (the main town on St. John). Website: www.concordiaeco-resort.com. Phone: (340)-693-5855. Address: Concordia Eco-Resort, 16371 Concordia St. John, VI 00830

January 18th -20th: Landmark College again - back to parkas and boots, and perhaps some skiing! Students will be putting the finishing touches on their final projects, which they will present to incoming students as part of their New Student Orientation.

Communication

Once students arrive in St. Thomas, they will be asked to contact their families to report their safe arrival.

Cell phones: Sprint PCS and Cingular Wireless are the cellular phone providers in the area. Some other cellular services will work but roaming charges are likely. Check with your telephone carrier for what the charges would be for you. You can purchase phone cards for public payphones at grocery stores, calling centers and gas stations.

When we are on the boat no electronics are allowed to be used, including phones. On St. John you will have to pay a small daily rate if you want WiFi, and you should be aware that coverage is spotty.

Time

The Virgin Islands are on Atlantic Standard Time, which is 1 hour ahead of Eastern Standard Time.

In-country Transportation

On St. John we will have access to groceries, a restaurant, water sports, and hiking trails all within walking distance. If we want to go further we will be using a taxi. Some of the time the program will cover taxi costs, and during free time you will cover your own taxi cost. We will be taking a ferry between St. John and St. Thomas.

Weather

Temperatures in the Virgin Islands are warm year-round. The hurricane season will be well over, but rain is always a possibility.

Electricity

Electric outlets take standard North American current, with a 120 volt/60 cycle.

Health and Immunizations

Although there are no special vaccinations to visit the VI, we recommend the following vaccines are up-to-date:

- Tetanus
- MMR (for measles, mumps, and rubella)
- DTaP or Td (for diphtheria, tetanus, and pertussis)
- OPV (for polio)
- Seasonal flu shot
- Typhoid (oral vaccine should be completed at least one week prior to travel)
- Hep A (getting the first of this 2-shot, hepatitis A series prior to travel will offer some immunity)
- HBV (for hepatitis B)

For more information on health while traveling in visit the U.S. Center for Disease Control (CDC) website at:

<http://wwwnc.cdc.gov/travel>

Landmark College Conditions of Participation

Health and Safety

In a Study Abroad program, as in other settings, participants can have a major impact on their own health and safety through the decisions they make in preparation for and during the program.

Participants should:

Read and carefully review all materials issued by Landmark College and any partnering institutions that relate to safety, health, legal, environmental, political, cultural, and religious conditions in host countries.

Consider your health and other personal circumstances when applying for or accepting a place in a program. Note: Some programs may require students to participate in physically demanding activities. If the student feels that s/he is unable to participate due to health concerns, s/he may consult with program leaders to determine an appropriate alternative activity.

Make available to the Program Director accurate and complete physical and mental health information that may relate to your ability to participate safely in the study abroad program and any other personal data necessary in planning for a safe and healthy study abroad experience, and for responding to an emergency situation. This is in addition to information already provided to the Landmark College Health Office.

Assume responsibility for all elements necessary for your personal preparation for the program, and participate fully in all orientations.

Obtain and maintain appropriate insurance coverage and abide by any conditions imposed by the carriers.

Inform parents/guardians/families and other relevant people about your participation in the Study Abroad program, provide them with emergency contact information, and keep them informed on an ongoing basis.

Understand and comply with the terms of participation, codes of conduct, and emergency procedures of the program, and obey host-country laws.

Be aware of local conditions and customs that may present health or safety risks when making daily choices and decisions.

Promptly express any health or safety concerns to the Program Directors and/or other appropriate individuals.

Behave in a manner that is respectful of the rights and well-being of others, and encourage others to behave in a similar manner.

Accept responsibility for your decisions and actions.

Become familiar with the procedures for obtaining emergency health and law enforcement services in the host country.

Follow the program's policies regarding keeping program staff informed of your whereabouts.

Services

The Landmark College Study Abroad fee covers all scheduled program expenses including international air and most in-country ground transportation, accommodations, tuition, admission fees to scheduled places of interest, and some group meals.

Participants are expected to pay for all personal expenses, including some meals, snacks, laundry, passport fees, and other miscellaneous travel expenses. Students may also be required to purchase textbooks and other course supplies depending on their program.

Independent travel

Participants are expected to use the transportation arranged by Landmark College between the points of departure and return. Participants who choose to travel independently during the program during non-course-related times must inform the Country Director in writing of his/her planned itinerary, including a full itinerary with time and date of departure and return, mode of travel, contact information of the places staying at, phone numbers, etc. Students are generally discouraged from changing plans to travel back to the U.S. independently, but if they choose to do so, they must inform the Program Director and the Director of International Education in writing of their plans not to return on their scheduled flight.

Landmark College and its employees assume no responsibility for the individual once s/he has separated him/herself from the program.

It is strongly recommended that all students inform their parents/guardian when making independent travel arrangements.

Non-sanctioned activities

Students choosing to participate in non-sanctioned activities during their free time at any point in the program release the College from all responsibility and liability associated with such activity. Landmark College strongly discourages participation in dangerous activities, and strongly recommends parents/guardians be consulted regarding the advisability of any potentially dangerous activities.

Leaving the program

Landmark College Study Abroad students who leave their scheduled program at any time without informing the Program Director in writing and obtaining his/her approval may be subject to disciplinary action, including immediate suspension or dismissal from the program and direction to return to the United States, as detailed in the Intervention

Procedures – see below. Landmark College and its employees have no responsibility for the individual once s/he has separated him/herself from the program. All travel expenses associated with an early departure will be borne entirely by the participant.

Air transportation

Landmark College arranges for the ticketing of scheduled international air transportation and program-related in-country air and ground transport for the participant through commercial airlines or travel agents. Participants agree that Landmark assumes no responsibility or liability for death or injury to the participant or for loss of or damage to property (including baggage) resulting from the provision of air transportation and other services. The passenger contract issued by the airlines will constitute the sole contract between the airline and the passenger.

Landmark College reserves the right to change the air transportation dates, times, prices, and itinerary, and to make aircraft substitutions. Any additional costs resulting from such changes will be borne solely by the participant.

Landmark College will designate the times and ports of departure for group transportation during the program and will arrange for assembly at the designated times and places. Each participant is solely responsible for any missed connections due to his/her failure to assemble in a timely manner. Landmark College will not be liable for the cost of alternate transportation arrangements, or for any losses resulting from the participant's failure to use the designated transportation.

Travel delays and unexpected layovers

Students traveling to and from the host country will be responsible for all expenses (meals, hotel, transportation, etc.) associated with unexpected delays in travel, including overnight layovers due to, but not limited to, inclement weather, flight cancellations and airport closures. Due to changes in airport security regulations, students may be required to contact the associated airline to book new reservations following an unexpected layover or flight cancellation. In programs where the entire group is returning to the Landmark College campus together, the Program Director may choose to provide hotel rooms for students at the College's expense.

If an unexpected layover results in the student's decision to separate voluntarily from the group, the student will be responsible for making his or her own travel arrangements, and releases the College from any associated potential responsibility.

Identification

Prior to departure for the host country, students are required to submit a color photocopy of the first page of their passport. The expiration date should be at least 6 months after the group flight is scheduled to return to the U.S. Upon departure, participants must present a valid passport for international travel and other purposes such as accommodations, in-country travel, and positive ID.

Lost passports

Students who lose their passport assume sole responsibility for all action and costs associated with arranging for a replacement passport. If this results in missed travel connections, the student will consult with the program leaders as to the most appropriate course of action. If it is determined that a program leader must remain with the student to assist in securing a replacement passport, the student will be assessed those costs associated with the delay, including those that may be assessed to the program leader as a result of their staying behind. This includes, but is not limited to, airline penalties, ground transportation, accommodations and meal expenses. In such situations, the College will attempt to contact the student's parent/guardian to inform them of the situation.

Fee amounts

Fees, as quoted in Landmark College's program materials, have been established based on all known circumstances at the time of calculation, and no changes are expected. However, Landmark College reserves the right to make adjustments in these fees based on fluctuations in travel costs, including the costs associated with unexpected layovers and fluctuations in the valuation of U.S. currency. In the event of a fee increase, the participant will be provided with a reasonable amount of time, not less than ten (10) days from the date of notice, in which to withdraw. In the absence of notice of withdrawal, the participant will be committed to any adjusted program fees.

Intervention Procedures

Students participating in a Landmark College Study Abroad Program are bound by the same rules and subject to similar intervention procedures and sanctions as outlined in the most current version of the Landmark College Student Handbook. This section states additional or different rules and procedures Landmark College has determined are appropriate in the context of Study Abroad programs. In the case of conflict between the provisions of this Addendum and the provisions of the Landmark Student Handbook, the provisions of this Addendum will control.

Program Directors, and in their absence, Academic Directors, have the authority to implement these procedures, including imposing sanctions ranging from an informal warning to the immediate dismissal from a Study Abroad program. Disciplinary sanctions imposed during a Study Abroad program are intended for the duration of the Study Abroad program. In some cases students may be summoned for an administrative hearing or conduct board proceeding upon their return to the Landmark College campus for additional disciplinary action, which additional action may have consequences on the student's general status as a student at the College outside the context of the Study Abroad program. Program Directors have the option of consulting with or deferring judgment to an appropriate Landmark College administrator.

Some Landmark College Study Abroad programs are held in conjunction with, and on the campus of a partnering institution. Students are expected to know and abide by the

rules and regulations of those institutions, with the understanding that failure to do so may result in interventions by both Landmark College faculty as well as representatives from the partnering institution.

The following are some examples of behaviors that would likely initiate a disciplinary intervention. The Program Director or Academic Director may initiate an intervention at their own discretion for behavioral or safety-related issues that are not listed here.

- Failure to attend and participate in the required program elements, including classes, trips, course work, etc.
- Failure to comply with reasonable directions of the Program or Academic Director
- Cheating, plagiarism, or any effort to pass in work that is not that of the student enrolled in the program
- The use, possession, or distribution of illegal drugs (by U.S. definition) of any kind
- Use of alcohol to the point where medical or behavioral intervention is necessary
- The misuse or distribution of prescription drugs
- Theft of property, money, etc.
- Assault, including sexual assault as defined by the most current version of the Landmark College Student Handbook
- Harassing behavior, including, but not limited to that of a sexual nature as defined by the most current version of the Landmark College Student Handbook
- Any behavior that puts the group or individual at risk, or that could be determined to be offensive, including drunkenness, vandalism, etc.
- Any violation of Landmark College's Code of Conduct as defined by the most current version of the Landmark College Student Handbook
- Behavior considered potentially detrimental to the health (mental or physical) or safety of the participant or other participants in the program or others in the host country
- Any violation of the rules and policies of cooperating institutions
- Any violation of the host country's laws
- Any other behavior considered inappropriate for a study abroad/cross-cultural program

If a student is suspended from a Study Abroad program, the student will be separated from the program and will need to return to the U.S. Participants are solely responsible for any additional travel costs that may be incurred as a result of suspension or dismissal from the Study Abroad program. No refund of tuition, travel or other related costs will be made, nor will academic credit be issued. The College will attempt to contact the student's parents or guardians to inform them of the situation. Following suspension, Landmark College is released from all obligations to and responsibility for the student. Landmark College, at its discretion, may provide assistance, per the student's request, to attempt to arrange for travel arrangements back home.

Landmark College Study Abroad students are solely responsible for understanding and conforming to all the laws of the host country. When you are overseas you are subject

to the laws of that country. U.S. or other citizenship gives you no immunity from local jurisdiction. You should make no assumptions about your "rights," since in many countries legal procedures are very different from what we may be familiar with at home. Students should further understand that law enforcement and the judicial process, including penalties for breaking the law, are likely to be significantly different than those of the United States.

Landmark College Safety Statement

Landmark's goal is to maintain student safety at all times and in all aspects of our Study Abroad Program.

At Landmark College, we believe study abroad is one of the most rewarding and life-changing experiences students can have during their college years. An emphasis on safety is a critical aspect of ensuring that the programs can be successful in their educational goals. We want to share with you information regarding the preparations we take to make Landmark College's Study Abroad programs a safe and rewarding experience.

Thoughtful planning, professional leadership, solid preparation, and contingency planning ensure that our study abroad programs are safe, fun, and productive learning experiences. Please be assured we will continue to make safety the top priority in all our Study Abroad programs.

Insurance

Each student and leader is provided with an International Student ID Card which provides insurance coverage in a number of areas which includes but is not limited to the following:

- Medical and Dental coverage, including hospital benefits
- Emergency Medical Transportation – including evacuation, and air evacuation if needed
- Travel Document Replacement
- Baggage and Travel Delay
- 24-Hour Emergency Hotline Services – including medical and legal referral, emergency cash transfer, replacement of medication and eyeglasses, embassy and consular services, and interpretation or translation services

A complete description of the coverage, including contact numbers, how to file a claim, and definition of terms, can be found at: <http://www.myisic.com>

In addition, each student is covered by their Landmark College Student Health Insurance policy (if this was purchased) and/or an individual family policy.

Staffing

Each Landmark College Study Abroad program is staffed by experienced leaders. Study Abroad Directors are Landmark College employees with extensive experience working with students with learning differences. Program Directors, who are primarily responsible for coordinating in-country logistics and activities, typically have experience living or working in the host country. Academic Directors are Landmark faculty with an expertise in their particular academic discipline. Directors are available to provide students with one-on-one support for academic and student-life issues.

Communication

Communication is important for the safety and effectiveness of our programs. Study abroad staff based in Putney, Vermont, remain in contact with Program Directors during each trip. A designated primary contact person working at the Putney campus is responsible for fielding questions, requests for information, and managing any emergency situation. The Program Director provides updates to our staff in Putney including notification of safe arrival at the final Program country destination. Students are also encouraged to contact their parents when they arrive in the Program country, and as needed during the trip. Program Directors are accessible by phone, and when possible by Skype, to communicate with students and Study Abroad Program staff working in Putney.

Important Information

Study Abroad Program staff and faculty check a variety of sources for information pertaining to Program safety, including government and news media websites for current information about health and safety issues. Each student is requested to complete a Study Abroad Health Form in which they are asked information about their personal health history, current health concerns and medications. This information is essential in providing appropriate support to students on Study Abroad.

Students and their families are provided with essential information documents with flight information and itineraries, emergency phone numbers, and contact information for the places they will be staying. This information is also included in the Program Handbook which is available on the program webpage.

We realize that occasionally students make individual and short-term travel plans during a Program. Students are required to leave their itinerary and contact information at any place(s) they intend to visit with the Country Director. We strongly recommend they inform their families of their individual plans to travel separately from the Program itinerary.

Program Handbook

The comprehensive Program Handbook contains both general information about Study Abroad programs, as well as information specific to each program. The handbook contains all the information listed above as well as:

- Lists of things to do to prepare for the trip, what to bring, what not to bring, and what not to bring back to Landmark College.
- Recommended articles, books, and websites for information about the country and region where the Program will take place.
- The syllabus for the course, a program description, and itinerary.
- Guidelines and information about money, housing, meals and other expenses, and means of communication in the Program country.
- How to access help for academic difficulties or other problems.
- Responsibilities and expectations with regard to Health and Safety.

- The Landmark College Conditions of Participation document includes Intervention Procedures in case of violation of existing Student Codes-of-Conduct, which remain in effect during the Program.

Orientation

During orientation meetings prior to departure, Study Abroad Directors carefully review such topics as Health and Safety requirements, travel tips, local customs, guidelines for appropriate behavior and dress, as well as laws and policies related to alcohol and/or drug use. The Directors also provide participants with specific safety guidelines to follow, including who to contact for special needs or in case of emergency.

Orientations, which are mandatory for all students, are considered the start of the academic course.