

## Terms & Conditions 2022

**For students joining any Global Summer School at Lancaster University UK (with or without academic credit)**

### Paying Fees Due

If my application is successful, I undertake to pay the fee by the due date communicated to me or to provide, on demand, evidence that my fees will be paid by another person or organisation. I note that if I do not pay the fee at the time due then my registration will be terminated, or the award of my academic credit may be withheld.

### Cancelation

If I choose to cancel my participation in the Programme I understand that costs reasonably incurred on my behalf will be deducted from the fees that I have paid before any refund is made. I understand that the closer I cancel to the departure date the more likely costs will have been incurred on my behalf e.g. accommodation arrangements may become non-refundable once booked in the student's name.

The University can refund 100% of the programme fee (less any bank fees) when:

- a. A student has their visa application rejected and cannot legally enter the country to participate in the programme\*.
- b. A student drops out and informs the University no later than **45 days prior to the start date of the programme**.

Unfortunately, anything outside of these two scenarios does not qualify the student for a refund. *\*Please note if any refunds are required due to visa refusal, the final deadline to receive payment details so that we can issue the refund is 7 days after the Programme start date.*

I understand that the Programme is subject to a minimum enrolment of 12 students – if this number is not met, the University reserves the right to cancel the course.

I understand that in exceptional circumstances, the University may need to cancel the Programme. In such cases, the University's liability will be limited to a full refund of fees I have paid. Examples of exceptional circumstances are flood, landslide, outbreak of infectious disease, imposition of quarantine, government or other official intervention, the threat or outbreak of war, riot, civil commotion, the threat or an act of terrorism, loss, theft or damage to strategic equipment, hijacking, nuclear disaster or other circumstance beyond the control of the University.

### Covid-19

The University intends to host the Global Summer Schools 2022 on campus. However, if the pandemic develops so that this is not possible (e.g. government guidelines advise against it, or international students are required to self-isolate for 14 days upon entry to the UK) then the University will cancel the summer schools. After the application deadline in April, the University will review whether the summer schools can take place. If not, the students will be informed immediately and will not need to pay the Programme fee. Furthermore, the University will continually review [government guidelines](#) and if the summer schools need to be cancelled due to Covid-19 after students have paid the fee, they will receive a full refund.

If a student has paid the programme fee but cannot travel to the UK due to Covid-19 travel restrictions, the University can refund them in full if they provide full details at least 7 days after the start date of the Programme. If the relevant information has not been provided by this date, the University would retain the fee in full.

The University is not liable for any other associated costs outside of the summer school fees. For example, the University will not refund students for travel costs and students are recommended to get travel insurance.

### **Variation of the Programme**

The University makes all reasonable efforts to ensure that the information in the programme is correct at the time of publishing but the University shall be entitled, if it reasonably considers it to be necessary, (including in order to manage its resources and to improve the quality of its provision), to make reasonable changes to its course provision.

### **Rules of the University and the laws of the United Kingdom**

I confirm that I am subject to the laws of the UK and to the rules of Lancaster University.

### **Photography and other media**

I understand that the University will take photos and videos during the Programme for marketing purposes. I grant permission to Lancaster University to use my testimony, photography or film footage featuring my image, voice and/or words without limitation to promote the University. This agreement applies to print and digital media formats including print publications, websites, e marketing, posters, banners, advertising, film, social media and other third party usage. Third party usage may include but is not limited to:

- Websites displaying University information and listings
- University partner websites and print media
- National and International Newspaper and Publications

I understand that I can withdraw my consent at any time by contacting a member of the Global Experiences team (email: [globalschools@lancaster.ac.uk](mailto:globalschools@lancaster.ac.uk)), in which case they will cease to use the photographs, but I accept that those copies of the content that have already been used or provided to third parties cannot be withdrawn from circulation.

### **Personal Data**

My personal data will be maintained securely and processed and disclosed within the terms of the University's Student Privacy Notice.

My details may be shared with the Programme's travel providers and/or partners as required to facilitate my participation in the Programme e.g. booking accommodation, enabling security checks to venues. This may include sharing basic personal details, scanned copies of my passport etc.

Lancaster University may share and request information from my home educational institution for academic purposes. Examples of this include requesting details of my previous studies in order to assess my summer school application, and sending my summer school transcript to my home university on completion of the programme. If I do not want this information exchange to occur, I can object by contacting [globalschools@lancaster.ac.uk](mailto:globalschools@lancaster.ac.uk). Lancaster University may also contact my home university if they have any concerns about my **personal or academic welfare**. In the majority of cases this will be done with my consent. However, Lancaster University reserves the right to contact my home institution without consent where the University is concerned for my welfare.

### **Passport, visas and travel health**

I understand that at my own expense I must:

- Hold a passport which is valid for at least 6 months after the Programme end date.
- Obtain a Short Term Study visa to enable my entry into the UK.
- Obtain any required vaccination certificates to enable my entry into the UK.
- Gain travel advice from my health professional to inform me in determining which courses of vaccination and medication are necessary for me.
- Hold appropriate travel insurance. As a minimum, the policy should cover:
  - Emergency medical costs
  - Treatment costs, including hospital charges and ambulance fees
  - Returning home after medical treatment if I can't use my original ticket
  - Reasonable transport and/or accommodation expenses for a relative or friend to stay with me or help me return home
  - Temporary emergency dental treatment

A useful guide is available [here](#).

### **Additional Expenses**

The fee I pay includes scheduled activities and catered accommodation for the duration of the programme. Most meals are provided during the Summer Schools, e.g. at Lancaster University and on week-long stays in other locations. However, meals are not provided when away from campus during shorter scheduled overnight trips, e.g. London. The accommodation and facilities will vary when staying away from Lancaster University as part of the scheduled programme. I understand that other general living costs are not included e.g. my participation in weekend activities/trips.

### **Complaints and Concerns**

I understand that the Global Experiences Team (email: [globalschools@lancaster.ac.uk](mailto:globalschools@lancaster.ac.uk)) will be pleased to help resolve any concerns I have regarding the Programme. If matters cannot be resolved the University Student Complaints process is available [here](#).

### **Confirmation**

I understand my membership of the University will end if I withdraw from the programme of study or if I fail to meet the requirements for the award of the qualification, or if I am excluded from the University.

I confirm that, to the best of my knowledge, the information I have provided is true, complete and accurate.