

**Program location: UBC Vancouver Campus**    **Date:**         /      /       
MM    DD    YYYY

**Program Start Date:**         /      / 2019  
MM    DD    YYYY

**Program Duration:**         weeks

**Accommodation:**    UBC Totem Park

**Age Group:**    Junior (9-12)    Teen (13-17)

**Student Information:**

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_  
Last Name    First Name    Age    Nationality

Date of Birth:      /      /         Gender:    M    F    E-Mail: \_\_\_\_\_  
MM    DD    YYYY

**Home Address:**

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_  
Prov/State    Country    Postal Code

**Student's English Level:**    None    Little    Fair    Fluent

**Club Choice:**

**Student's Swimming Ability:**    None    Little    Good    Great

Arts    Sports

**Parent Information:**

Father \_\_\_\_\_    \_\_\_\_\_    Mother \_\_\_\_\_    \_\_\_\_\_  
Last Name    First Name    Last Name    First Name

Parent Contact Number: Home (    )    Mobile (    )

Parent E-mail Address: \_\_\_\_\_

**Flight Information:**

**Arrival**    \_\_\_\_\_    \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_    \_\_\_\_\_ AM PM  
Flight #    Date    MM    DD    YYYY    Time

**Departure**    \_\_\_\_\_    \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_    \_\_\_\_\_ AM PM  
Flight #    Date    MM    DD    YYYY    Time

**Residence Check in Date:**         /      /         **Check out Date:**         /      /       
MM    DD    YYYY    MM    DD    YYYY

**Are you applying for Unaccompanied Minor Airport Pick Up Service?**    YES    **Custodian Letter?**    YES

**Unaccompanied Minor Airport Drop Off Service?**    YES    **Medical Insurance?**    YES

**Allergy Information:**

Does the student carry auto-injector for allergies?

(Example: EpiPen®)    Yes    No

Please list any allergies the student may have: (animals, food, smoke, etc...)

1. \_\_\_\_\_

2. \_\_\_\_\_

**Does the student have any medical condition that SSLC should be aware of, and that requires SSLC staff's assistance?**    No    Yes (If Yes, please provide details below, including information about required medications.)

**Agency:**

**Name:**

**Email:**

The use of UBC's name in this document is strictly for the purpose of identifying the location at which SSLC is hosting SSLC Global Leaders Summer Camp. SSLC has no affiliation with UBC, and UBC is not involved in or responsible for the quality, suitability, delivery or other aspects of SSLC Global Leaders Summer Camp in any way.

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### Residence Rules

#### Student Expectations

While staying in the UBC Residence during the SSLC Global Leaders Summer Camp, students are expected to abide by the following rules. Students who do not abide by these rules will be issued a warning. Any student that receives 3 warnings will be removed from the residence and possibly expelled from the program. Parents will be contacted by SSLC staff to arrange a return ticket at the parents' expense.

Noise	Quiet hours are in effect from 10pm to 7am each day. Excessive noise that may disturb others is prohibited at all times.
Curfew	The curfew for the residence is 10:00pm. Students are required to stay in their room after curfew until 7am, or specified wake up time.
Stay with your Group	All students are expected to be together with the group at all times. They are not allowed to leave the group or under any circumstances leave the premises on their own.
Windows	Do not throw anything out the windows.
Doors	All exterior doors are to be closed and locked at all times.
Furniture	All furniture must remain in the room.
Walls	Do not put any nails into the walls or use tape on the walls or windows.
Fire	No burning of any type is permitted in the building. No candles, no incense, nor anything else that may be considered a fire hazard.
Common Areas	All common areas, such as hallways, TV rooms, and kitchen areas are to be kept clean.
Residence Room	Should be kept clean and free of debris and food items.
Toilets & Showers	Must be kept clean and tidy: toilets and sinks are not garbage cans nor is the floor a toilet.

SSLC AND UBC RESERVE THE RIGHT TO DETERMINE THE ROOM ASSIGNMENTS IN THE DORMITORY. ANY CHANGES REQUESTED, IF POSSIBLE TO ACCOMMODATE, WILL REQUIRE ROOM CHANGE FEE PAYMENT TO THE UBC RESIDENCE. In addition to the above rules, there are certain rules that SSLC has in place that are more serious in nature. Should a student break any of the following rules, he or she may be expelled from the summer program. Parents will be contacted by SSLC staff to arrange a return ticket at the parents' expense.

Illegal & Recreational Substances	Students are not permitted to be in possession of or consume alcohol, cigarettes / tobacco products, or any other illegal and / or recreational drugs, including use of vaporizers, at all times.
Damage	Intentional damage to any of the facilities will be cause for expulsion.
Fire Alarms	False fire alarm pulls and tampering with fire equipment are strictly prohibited and is subject to a \$300 fine.
Elevators	Overloading or rough-housing in an elevator is strictly prohibited and is subject to a \$200 fine
Fighting	Fighting is a serious offense and will not tolerated.
Bullying	Bullying, whether physically or verbally, will not be tolerated.
Harassment	Harassment in any form, including unwanted attention, inappropriate touching and inappropriate comments will not be tolerated.

### Code of Conduct

SSLC has an international reputation for providing a high standard of quality education. In order to maintain that standard at all times, all students attending SSLC must agree to and follow SSLC rules and policies during their studies in the program. In order to maintain a healthy learning environment, students are expected to show respect towards their classmates, SSLC staff and SSLC's equipment and facilities at all times.

#### Student Expectations:

All students are expected to abide by the following rules while studying at SSLC.

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### English Only

English only is a strict policy during the class and club hours; English must be spoken at ALL TIMES inside the classrooms and wherever camp activities take place. Students are also encouraged to speak English as often as possible at other times including:

- on school grounds
- on the telephone (If you have an emergency call to make, talk to a teacher first and he or she will give you a place to go to.)
- on all school outings

### Attendance (Lates and Absences)

At school, students must:

- Be on time to class**  
Students are expected to be on time to class. If you are less than ten minutes late, you will be allowed to enter class and be marked late; however, if you are late by more than ten minutes without a valid excuse, you will not be allowed to enter class and will be marked absent.
- Attend all classes**  
Students are expected to attend all classes and required activities at SSLC. Students that miss classes/activities without a valid excuse will be marked absent.

### Student Behaviour in class and during activities

In the class and during activities, all students at SSLC have the right to learn without disruption or distraction from other students. If a student's behaviour or action in class or during school activities is disruptive (for example, sleeping, not following a teacher's instruction, not showing an enthusiastic studying attitude, or the behaviour interferes with others' learning), the student will receive a Red Card. In class, students must abide by the following rules:

- No media devices in class** Unless being used for study purposes, media devices are prohibited from being used in the classroom.
- No eating in class** No eating in class is permitted during class time.
- Pay attention in class** All students are expected to focus during class time. This includes keeping heads off the desk, doing the in-class work, and maintaining a positive attitude at all times.
- Be respectful** Treat all people in the school with respect and courtesy. Also, be respectful of the school or the activity environment / locations / establishments; keep all areas in use clean, and do not vandalize the school or other property that is used during the program.
- Not plagiarize** All work handed in by students to the instructor(s) must be their own.

### Red Card Warnings

Whenever a student chooses not to follow the expectations clarified above, he or she will receive one or more red cards. Each time a student gets a red card, he or she will lose more and more privileges within the school. Should a student have too many red cards, he or she may be expelled permanently from the program without refund.

<b>1<sup>st</sup> Red Card</b>	Student will be given an extra homework assignment (according to the appropriate level).
<b>2<sup>nd</sup> Red Card</b>	Student will be given a suspension for one class, where he or she will complete an extra assignment. Student will be responsible for work missed.
<b>3<sup>rd</sup> Red Card</b>	Student will be given a one-day in-school suspension. Student will be given an official letter of warning, and it will be sent home to his or her parents as well. Students with three or more red cards will be ineligible to win prizes.
<b>4<sup>th</sup> Red Card</b>	Student will be given a second one-day in-school suspension and will be unable to participate in the next school outing. A final letter of warning will be issued stating that should his or her behaviour persist, he or she will be expelled from the program at the parents' expense.
<b>5<sup>th</sup> Red Card</b>	Student will be expelled from the program. Parents will be contacted by SSLC staff to arrange a return ticket at the parents' expense. No refund will be issued.

- If the student does not submit the assignment by the due date, the student will be given another red card.
- Removal of Red Cards**  
Students who display exemplary behaviour or continue over an extended period of time without receiving any red cards may have one or more red cards removed from their total at the discretion of the school.

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### Serious Infractions

Certain behaviors and actions will not be tolerated at SSLC. Should a student conduct himself or herself in such a manner, *SSLC reserves the right to immediately expel the student at the parents' expense.* The following conduct can lead to this type of disciplinary action:

- Student disrupts the educational activities, services or events provided by SSLC for students or members of the community.
- Student's behaviour *could* or *does* cause harm to a person (whether physically or psychologically), SSLC's property or the property of others.
- Student's behaviour or conduct is unlawful.
- Student is caught bullying/fighting, stealing, smoking, drinking alcohol, taking recreational drugs, or vandalizing. Student is in possession of tobacco, alcohol, recreational drugs, or weapons / firearms.

## Permission / Travel Information

### Parent(s) must agree:

I allow my son/daughter (the Participant) to participate in the 2019 SSLC Global Leaders Summer Program. I agree that SSLC will not be held responsible for any personal injury which may occur to the Participant and/or the Participant's personal property. SSLC is not liable for any phone bills or other related charges incurred by the Participant throughout the duration of his / her stay.

I agree that pictures and videos taken of the Participant during the program may be used for SSLC's printed or digital marketing-related materials and social media contents.

I hereby accept that the assigned host organizations, SSLC staff, and program leaders may act as responsible guardians for the Participant, and may decide on emergency medical treatment including surgery, without personal liability. I hereby release the sending and hosting organizations and any of their staff, and any of the host campus members of all manner of actions, and financial or other responsibilities, and of claims and demands which I may have arising out of participation in SSLC's programs.

I agree that I will provide MANDATORY Travelers Insurance for the Participant along with a copy of that Insurance for SSLC's records.

I agree with the information stated above.

Student Name: _____		
_____	_____	_____
Parent Name	Parent Signature	Date (MM/DD/YYYY)

=====

<p>In applying to be a Participant of this program, I agree to abide by the policies, rules, regulations, travel conditions, agreements, procedures, and directions of the sending and host organization and host campus. I will abide by the rules and the directions of the SSLC staff and/or my group leader, and understand that, by not obeying, I may be sent back home at my parent's expense BEFORE the end of the program.</p> <p>I read and understood, and will follow the rules.</p>		
_____	_____	_____
Student Name	Student Signature	Date (MM/DD/YYYY)
_____	_____	_____
Parent Name	Parent Signature	Date (MM/DD/YYYY)