

The University of Hong Kong



Short-term Study Abroad (SAO/SAP) Programme Letter of Acceptance

CONDITIONS OF OFFER

Participation in a Short-term Study Abroad (SAO/SAP) Programme and the financial assistance (Scholarship or Allowance) are *subject to* your gaining admission to the host institution, your fulfillment of all procedural requirements, and to your acceptance of the following conditions:

- a) that you obtain satisfactory examination results at The University of Hong Kong (hereinafter “HKU”) prior to your departure;
- b) that you should be responsible to pay the programme fee and other relevant fees to the host institution directly or via HKU before commencement of the study abroad programme;
- c) that your study abroad period will not be extended unless with special approval;
- d) that you do NOT concurrently hold more than one scholarship for your study abroad programme, which may be awarded by the University or any other awarding institutions (unless with special approval of International Affairs Office and your Faculty or Department concerned);
- e) that you assume the responsibility for all costs other than tuition fees at the host institution, such as transportation, accommodation, insurance, teaching materials, and any other incidental expenses incurred during the period of the study abroad programme;
- f) that you take a full course load, but not overload, as required of a full-time student at the host institution; obtain satisfactory academic results at the host institution and complete the study abroad programme as scheduled;
- g) that you follow all rules and regulations set by the host institution;
- h) that you participate actively in campus activities and the community during your study abroad programme, and respect and adhere to the laws and customs of the host country and institution;
- i) that you act as a goodwill ambassador of Hong Kong and HKU while studying abroad;
- j) that you assume full responsibility for your personal well-being while participating in the study abroad programme;
- k) that you do NOT hold HKU or any of its staff members liable for any losses, claims, proceedings, damage or injuries and/or liability of whatsoever nature and howsoever incurred, suffered or sustained by you in the course of or arising out of your study abroad programme;
- l) that you do NOT hold HKU or any of its staff members liable for participating in activities not organized by HKU or the host institution during or after the period of study abroad programme;
- m) that you must return to Hong Kong to complete your study at HKU or graduate from HKU at the end of the study abroad programme;

- n) that you submit a post-programme report with photos and complete an evaluation survey on your study abroad programme within one month of your return to Hong Kong for onward transmission to your Head of Department/Dean of Faculty;
- o) that you must be enrolled at HKU as a full-time undergraduate student for the entire duration the study abroad programme;
- p) that, upon request by the International Affairs Office, you will present on your study abroad programme and share your experience with fellow students, University staff, donors, or other members of the University in briefing sessions, meetings and other relevant occasions; and
- q) that you will participate in the Buddy Programme of the International Affairs Office for no less than one semester upon your return to Hong Kong to continue your study at the University.

Failure to meet any of the above conditions can result in an early dismissal from your study abroad programme or revocation of your financial assistance award at the discretion of the University.

ASSUMPTION OF RISK AND RELEASE FORM

The HKU Undergraduate degree programme (the “**Programme**”) provides unique activities (“**Activities or Activity**”) for academic achievements and personal growth. These Activities may include:

- a) on-campus learning activities
- b) off-campus learning activities, such as
 - i. student exchange programmes
 - ii. local/overseas field trips
 - iii. study abroad
 - iv. internship, professional experience, practicum, or placement
 - v. international research and consultancy programmes; and
 - vi. franchised courses
- c) student organization activities,
- d) non-organized student activities.

In consideration of being permitted to enroll in the Programme, you assume the risks and responsibilities surrounding your participation in the Activities. This document outlines certain areas of risk that you, your parents and your advisors should know about before you decide to participate in any Activity.

RISK OF ACTIVITIES

The risks of participating in an Activity may include, but are not limited to, incidents or accidents arising from:

- a) personal choices, actions or activities
- b) travelling;
- c) overseas foreign political, legal, social, economic conditions;
- d) different standards of design, safety and maintenance of buildings, places and conveyances;
- e) medical and weather conditions;

f) any form of crime.

Health or safety concerns, medical needs, treatments or hospital care may consequently arise. For off-campus Activities, you should note that the rules, procedures, laws and regulations of the place in which the Activity is conducted (or the country of the host institution) could be different to those at HKU or in Hong Kong.

LIMITS OF UNIVERSITY RESPONSIBILITY

- a) Except for death or personal injury resulting directly from the negligence of HKU or its staff members, HKU is not responsible for any liability, injury, loss, costs, expenses (including medical, legal or other expenses) that you may incur (howsoever arising) in participating in an Activity.
- b) For off-campus Activities, HKU is not an agent for, and cannot control the acts or omissions of, any host institution, host family, transportation carrier, hotel, tour organizer or other provider of goods or services involved. HKU does not warrant the safety of the environment into which you are sent, or the quality of the activity or programme conducted by the host institution. You shall be responsible for your own health and safety at all times during the Activity period.
- c) HKU is not obliged to, and you should not expect HKU to, provide you with accident or medical insurance cover for an Activity. Under normal circumstances, insurance coverage will be applicable only to activities that are directly administered and supervised by HKU's staff members.
- d) HKU has no obligation to provide you with legal or financial assistance in relation to your participation in an Activity or risks arising from such Activity.

HEALTH AND SAFETY

- a) You should make arrangements, through insurance or otherwise, to meet all potential medical costs and expenses that may arise from your participation in an Activity.
- b) HKU may (but is not obligated to) take any action it considers to be warranted under the circumstances regarding your health and safety. You will pay all expenses relating thereto and release HKU from any liability for any actions in respect thereof.

STANDARDS OF CONDUCT

- a) You are required to abide by HKU's rules, standards and instructions for student behavior when participating in an Activity.
- b) For off-campus Activities, you are also required to abide by the rules and regulations of the host institution as well as all such laws, regulations and standards of the country in which the Activity is conducted.
- c) Non-compliance with the required standard of conduct may result in you being terminated from the Programme. You will be sent home at your own expense with no refund of fees or Programme costs.
- d) Any appeal, grievance, complaint or disciplinary matter not resolved internally will be litigated in the country in which the Activity is conducted. For off-campus overseas Activity, you should familiarize yourself with what is permitted and what is prohibited by the law of the country in which the Activity is conducted.

ASSUMPTION OF RISK AND RELEASE OF CLAIMS

- a) I have carefully read this Release Form before signing it. I agree to and shall abide by all the terms and conditions set out above.
- b) I further agree to release, hold harmless and indemnify HKU, a public corporation, its officers, employees, and agents, and the individual staff member(s) of HKU, from and against any loss or damage I may cause as a result of or incidental to my participation in any of the Activities. I will not seek any contribution from HKU for loss or damage under any circumstances, unless the event is proved to be caused by the negligence of HKU or its staff members.
- c) I have consulted with a medical doctor with regard to my personal medical needs. I understand that I will be responsible for all risks and any possible loss and damage I may suffer if I take part in any Activity or Activities which might not be detrimental to me, given my health conditions.
- d) No representations, statements, or inducements, oral or written, apart from the foregoing written statement, have been made. This agreement shall define my responsibilities relating to the Programme. This document shall be governed by the laws of Hong Kong SAR, which shall be the forum for any lawsuits filed under or incident to this agreement or to the Programme.

REPLY FORM

Student Name _____
University no. _____
Signature _____

EMERGENCY CONTACT

Name _____
Relationship with Applicant _____
Mobile no. _____

REPLY FORM – PARENT OR LEGAL GUARDIAN

(If Applicant is under 18 years of age, a parent or legal guardian must also read and sign this form)

I (A) am the parent or legal guardian of the above Applicant, (B) have read the foregoing Release Form (including such parts as may subject me to personal financial responsibility), (C) am legally responsible for the obligations and acts of the Applicant as described in this Release Form, and (D) agree, for myself and for the Applicant, to be bound by its terms.

Name _____
Relationship with Applicant _____
Signature _____