

Terms & Conditions

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Reach Study Abroad Program

Application Terms and Conditions

By making an application, the student (who must be over the age of 18 by the commencement of the trip) who has signed the application form accepts that:

1. these, together with the section headed "Payment" and the section headed "Other Important Information" below, are the terms and conditions of the contract between them and Reach Cambridge Limited (a company registered in England under company number 05155407, "Reach Cambridge");
2. the student is bound by this contract;
3. the student has read and accepts the terms and conditions and has read and accepts, and undertakes that the student will abide by, the rules and regulations;
4. all information supplied in connection with the application is accurate, complete and true and they will inform Reach Cambridge Limited of any changes to such information, in particular of any new, or change to an existing, medical condition which is relevant to the ability of Reach Cambridge Limited to cater for and look after the student.
5. the emergency contact person will be contactable on the telephone numbers given on the application form throughout the student's time travelling to, attending and returning from the relevant program;
6. no other person's consent is required for the student to attend the program;
7. the student indemnifies Reach Cambridge and will keep Reach Cambridge indemnified against all claims, costs, proceedings, demands, losses, damages, expenses or liability whatsoever arising as a result of the student's breach of the contract or violation of the rules and regulations;
8. Reach Cambridge intends to run the relevant program in accordance with the descriptions in its most recent brochure and/or most recently published on its website, but reserves the right to make reasonable amendments to the programs in accordance with these terms and conditions;
9. Reach Cambridge Limited shall not be responsible for any act or circumstance or condition beyond its reasonable control which limits its ability to run the relevant program, including, but not limited to, fire, acts of God, government, terrorism, natural disaster, volcanic ash cloud, epidemic, labour conditions, industrial action and power failures nor for its failure as a result to run the relevant program;
10. these terms and conditions contain the whole agreement between Reach Cambridge and the student in relation to all aspects of the program. In particular, no statements, understandings, agreements or warranties made orally or in writing, on the website, in any brochure or elsewhere shall have any relevance to these terms and conditions. The terms and conditions supersede all previous agreements, arrangements and understandings but nothing herein shall be read or construed as excluding any liability resulting from any fraudulent act or omission by any party;
11. Reach Cambridge reserves the right to make reasonable changes to these terms and conditions. Notice of any changes will be given to all parties. Parties have a period of one month following notice of any changes in which to make known any objection. Once this period of one month has elapsed, all parties will be deemed to have consented to the changes

12. these terms and conditions and all rights under them may be assigned or transferred by Reach Cambridge but not by the student;
13. any rights or duties implied by the terms of the Contract (Rights of Third Parties) Act 1999 are excluded and no third party shall be able to enforce any provisions of this contract; and
14. these terms and conditions shall be governed by English law and the parties submit to the non-exclusive jurisdiction of the English courts.

Other Important Information:

Eligibility

Reach Cambridge will only accept students that are over the age of 18 on the date of departure.

Application Acceptance

Students are accepted at the discretion of the accompanying professor and Reach Cambridge. If we do not accept an application, we will refund all payments, including any deposit.

Payment of the deposit reserves a place on the program. However, the application is not confirmed until the student has paid the balance. For the avoidance of doubt, the contract is deemed to be formed and legally binding from the moment of receipt of the deposit, subject to the right we reserve to cancel the student's place on the program if they have not provided all the necessary documentation and information as outlined in their online account by the deadline. Once a place is reserved, and the 14-day statutory cooling off period has elapsed, the deposit is non-refundable unless we do not accept the application, in which case we will refund the deposit.

Not included in the program fee

The following constitutes a non-exhaustive list of costs not included in the program price: Credit card fees (when paying the deposit or balance by credit card), CCCD enrolment costs, Passport and Visa fees, Medical and travel insurance, third meal of the day (normally lunch) Monday - Thursday, all meals at the weekend (including Fridays). Personal expenses, anything not specified as included in the program, US airport/customs hall fees and departure taxes. Flights are arranged separately through a travel agent. It is the student's responsibility to obtain all passports, visas and required travel documents in order to enter each of the countries on the itinerary. The student understands that if he/she is unable to obtain the necessary travel documents, he/she will not be entitled to a refund except as described in the Agreement. No refunds will be made for sightseeing, excursions, accommodations or other services which he/she declines.

Payment Schedule - 2018 Raymond Obstfeld - Literature, Film & Creative Writing

The final payment deadline for fees is February 28th 2018. A late fee of \$200 per month will be applied to all applications received after this point. If you have an outstanding balance 45 days prior to departure, your application will be cancelled and you will not receive a refund. If you wish to be reinstated, a fee of

\$175 will be applied in addition to higher costs, subject to availability. No exceptions. We do not accept check payments. Your bank may charge you additional international transfer fees which are unrelated to Reach Cambridge programme costs.

Cancellations - 2018 Raymond Obstfeld - Literature, Film & Creative Writing

You have the right to cancel this contract within 14 days without giving any reason. This cancellation period will expire after 14 days from the day of the conclusion of the contract. For the avoidance of doubt, the contract is deemed to be formed and legally binding from the moment of receipt of the deposit. The 14-day cancellation period runs from the date of receipt of this deposit.

To exercise the right to cancel, you must inform us of your decision to cancel this contract by a clear statement (e.g. a letter sent by post or by e-mail) addressed to Reach Cambridge Ltd, 23 King Street, Cambridge CB1 1AH, or via info@reachcambridge.com. To meet the cancellation deadline, it is sufficient for you to send your communication concerning your exercise of the right to cancel before the cancellation period has expired.

Effects of Cancellation - 2018 Raymond Obstfeld - Literature, Film & Creative Writing

If the contract is cancelled during the 14-day statutory cancellation period, Reach Cambridge will, without undue delay and no later than 14 days after notification of cancellation, reimburse all payments made (including the deposit). No fee will be incurred in respect of the reimbursement.

Reach Cambridge will make any reimbursement via the same means of payment as you used for the initial transaction, unless there is an express agreement otherwise.

For cancellations made outside of the 14-day statutory cancellation period, the following cancellation charges are applicable:

- There is no cancellation charge for cancellations received before September 30th 2017 and the deposit is refundable.
- The charge for cancellations received between September 30th 2017 and February 28th 2018 is 50% of the total program price.
- The charge for cancellations received after February 28th 2018 is 100% of the total program price.

If a program is cancelled by Reach Cambridge or the college due to insufficient enrolment before February 28th 2018, applicants will receive a full refund. Thereafter refunds will be subject to the Reach Cambridge cancellation policy.

Depending on your insurance cover, you may be financially protected by appropriate insurance in the event of cancellation. Please verify with your insurer.

Payment Schedule - 2019 Jarren Gonzales - Psychology

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Depending on your insurance cover, you may be financially protected by appropriate insurance in the event of cancellation. Please verify with your insurer.

Promotional Discounts

All discount deadlines are final. We reserve the right to make changes to our discount policy, including changes in price, content, description, terms, etc. at any time without notice. See below for terms and conditions relating to specific discounts.

1. Early Bird Discounts

Reach Cambridge runs Early Bird Discounts throughout the year. These discounts are only valid with a completed application form and deposit payment received by the discount deadline.

1. Special Discounts

From time to time, we offer Special Discounts in the form of a Promotion Code that can be used when filling in our online application form. These discounts are only valid with a completed application and paid deposit. We will not accept a Promotion Code after an application has already been made (so make sure you enter it in the 'Promotion Code' box of the application form when you apply).

Special Discounts can be used in conjunction with the Refer a Friend Discount but **not** with the Early Bird Discount.

1. Refer a Friend Discount

Please note, the Refer a Friend discount can be used in addition to the Early Bird Discount available throughout the year.

Referring a friend - in order to receive our £100 Refer a Friend discount, we must receive a completed application (including deposit payment) with your Personal Referral Code entered on the 'Promotion Code' box of your friend's online application. You can find your Personal Referral Code on your account page after logging in. We will not award Refer a Friend discounts after an application has already been made without a Personal Referral Code (so make sure your friends' enter the right code when they apply). There is no limit to how many Refer A Friend discounts you can earn. If you have already paid your balance, or if you earn more than the cost of your balance, you will be reimbursed the difference in Amazon vouchers.

Being referred - in order to receive your £100 discount, you **MUST** enter your friend's Personal Referral Code in the 'Promotion Code' box when you make your application. Once you have completed a full application and paid your deposit, your discount will be applied (and you can then start referring other friends to earn more discounts).

Travel insurance

Reach Cambridge strongly encourages all students to obtain comprehensive travel insurance for their trip. Please note that proof of adequate travel and medical insurance may well be required in order to obtain the requisite visa and travel documents for entry into the United Kingdom. The travel insurance we recommend is optional, however, if students choose not to use this travel insurance or already have insurance, they must send us evidence that they are covered to the same levels as our recommended insurance. Reach Cambridge is not responsible for any deficiencies in your insurance policy (whether recommended by Reach Cambridge or not), nor can Reach Cambridge be held liable for any dispute arising between a student and their insurer, insofar as Reach Cambridge fulfils its legal obligations.

Medical Requirements

Students are responsible for informing us on application of all medical, dental, dietary, educational or other special needs regarding the student. In order to provide the best experience possible, this information is circulated sensitively and in compliance with the Data Protection Act to the appropriate summer school staff. When necessary, professional medical attention will be arranged by Reach Cambridge. All medical expenses are the responsibility of the student being treated.

Medical Insurance

All costs related to those needs including medical and dental care, tests, allergy shots and prescriptions

are the responsibility of the student. As part of the application procedure, the student must complete both the medical section and the insurance section of the application. All bills from health facilities used by Reach Cambridge on behalf of the student will be sent to the parent (£60 is a typical minimum fee for seeing a doctor). It is understood that all medical expenses incurred by the student and paid by Reach Cambridge shall be reimbursed promptly by the student. This includes medication, hospital or doctor visits and transportation to/from medical facilities.

Visas & Travel Documents

A valid passport is essential for travel to the UK; it is usually required that the passport has an expiry date of at least 6 months beyond the end date of your visit. All students are responsible for arranging appropriate travel documentation, such as visas, where required. Reach Cambridge can accept no responsibility for failure to obtain a valid or correct visa, and cannot offer a refund in the event of failure to obtain the correct travel documents.

Transportation to/from program

Reach Cambridge works with a travel agent to arrange group flights from Los Angeles to London. We hope that all our students will travel on these group flights. All students on these specified group flights will be met at the airport in London and transferred by coach to the program campus in Cambridge. There is the option of independent travel, but note that those travelling independently need to arrange their own transfers from London airports to the program in Cambridge.

Academic Credit & Transfers

You will earn fully transferable College Credit from Orange Coast Community College. Enquiries should be directed to the accompanying professor.

Dismissal from program

We reserve the right to dismiss any student found in breach of Reach Cambridge's rules and regulations. Should a student violate any of these rules, Reach Cambridge has the right to dismiss or exclude the student from the program and, in serious cases, repatriate that student at the student's own expense, in any case, without refund of any of the program fee. The seriousness of any breach includes consideration of repeated breaches, the cumulative effect of which is to make the student's continued participation in the program untenable.

In any such cases of repatriation, the student will be removed from the program immediately. If a flight is not available imminently, the student will be placed in a suitable public venue/space outside of the campus, or alternative overnight accommodation will be arranged where necessary. The student will be supervised accordingly. It is the responsibility of the student to cover all costs associated with the student's immediate removal from the program.

Students who have been dismissed from the program will not normally be permitted to join a future program, though this decision remains in the sole discretion of Reach Cambridge.

Changes to program

Reach Cambridge will endeavour to run each program as described in its most recently published brochure and/or most recently published on its website. It may, however, become necessary to amend a program as circumstances dictate.

Reach Cambridge reserves the right to make such amendments, provided they do not alter the essential character of the program. All students will be advised of any such changes within a reasonable period of time prior to the program start date.

Flights

If you book your flight independently from the group flight (provided via an approved travel agent) it is on the understanding that Reach Cambridge Ltd will not cover any payments resulting from changes or cancellations to flights if the programme has to be cancelled or dates are changed as circumstances dictate.

Responsibility/Liability

Reach Cambridge Ltd will exercise due care in arranging and conducting the program. However, Reach Cambridge Ltd cannot assume responsibility or liability for any damage, loss, claim or injury of any kind whatsoever resulting from any act of omission, commission or inadvertence of any accommodation provider or carrier or other company or person rendering any of the services required as part of the program. Nor can Reach Cambridge be responsible for any student who leaves the program (with or without Reach Cambridge's consent) or who breaks the rules and regulations and in doing so suffers loss or injury.

To the maximum extent permitted by law, Reach Cambridge excludes liability for any loss or damage of any kind howsoever arising, including, without limitation, any direct, indirect or consequential monetary or other loss suffered by a parent or student as a result of the student taking part in a Reach Cambridge program but if Reach Cambridge is held by an English court to be directly responsible for any such loss or damage, we will pay to the parent or student who has suffered loss up to an amount equal to the price paid to Reach Cambridge for the relevant program.

Reach Cambridge Ltd cannot assume responsibility or liability for any damage, loss, claim or injury resulting from events beyond its control including, without limitation, acts of God, strikes, incidents of terrorism, politically or religiously motivated violence, war, sickness, government restrictions or regulations, weather, quarantines or wilful or negligent acts of third parties or suppliers to Reach Cambridge.

Nothing in these terms and conditions shall exclude any liability of Reach Cambridge for death or personal injury arising from its own negligence nor affect any rights which the student has as consumer or otherwise or which may not be excluded or limited under any applicable law.

Reach Cambridge LTD and not the Coast Community College District is responsible for all travel arrangements and any liability arising therefrom. The Coast Community College District is NOT liable for any damages arising out of the services described herein, including, but not limited to any promises or representations, whether express or implied. Nothing contained herein shall be construed to in any way bind the District, the District Governing Board, or any of its agents, employees, or representatives to any promises, obligations, covenants, or duties, whether express or implied herein.

Marketing & Advertising

Reach Cambridge may publish photos, film, testimonials and other such records of its programs on the website, brochure and other marketing materials. If a student wishes not to feature in this material they must notify Reach Cambridge in writing.

Upon application, we will hold your information, where collected by us, and may use it to inform you of our latest offers or news in the future. We may also use this information to contact you after the event to ask for any feedback you might have or for other marketing and advertising purposes. Your information will never be shared with third parties.

When registering your interest or completing an application you will immediately be added to our

mailing list. You may unsubscribe at any time.

Rules & Regulations:

1- Introduction

Reach Cambridge rules and regulations are in place to help ensure the safety and welfare of our students as well as student satisfaction with the programme. Reach Cambridge supervisors, program coordinators, and directors are responsible for monitoring the welfare and behaviour of students. The exceptional opportunities offered to Reach Cambridge students are reliant upon adult standards of behaviour, and students are expected to cooperate with staff and accept responsibility for their conduct.

1.1 Dismissal: We reserve the right to dismiss any student found in breach of these rules and regulations. Should a student violate any of these rules, Reach Cambridge has the right to dismiss or exclude the student from the program and, in serious cases, repatriate that student at the student's own expense, in any case, without refund of any of the program fee. The seriousness of any breach includes consideration of repeated breaches, the cumulative effect of which is to make the student's continued participation in the program untenable.

1.2 Probation: Where appropriate following an incidence of rule breaking or suspected rule breaking, a student may be placed on probation. The student will be informed and during this period, any further breach of the rules and regulations is likely to result in immediate repatriation without refund.

2- Breaking the law

All Reach Cambridge students must obey the law at all times.

2.1 Any student who breaks a law or is suspected of doing so, risks dismissal from the programme.

2.2 Reach Cambridge has a zero tolerance policy with regards to the use of illegal drugs (under UK law). The use, possession or purchase of any quantity of illegal drugs is strictly forbidden for all students, and will result in the student being dismissed from the programme without a refund.

2.3 Please note: Tampering with fire alarms and sensors is against the law and strictly prohibited.

3-Participation

Students have chosen to take part in an academic programme, and as such **academic participation is mandatory**.

3.1 All Reach Cambridge students are expected to attend all classes, placements and field trips, and to complete all projects and assignments on time.

3.2 There will also be a number of compulsory program meetings, where important information will be provided to program participants. Attendance is mandatory.

Outside these requirements, students are free to decide how to spend their time. There will often be an activity or event being organised by Reach Cambridge staff, and students are encouraged to engage in these activities. Students are also encouraged to visit the office regularly for any updates on the programme from Reach staff.

4- Respect for the community

It is expected that students will show the highest levels of respect and maturity whilst living and studying in their new community. **This is of vital importance.**

4.1 Students are expected to behave respectfully and responsibly towards their neighbours and local

citizens, and to cooperate and remain respectful towards staff, faculty and other designated leaders/supervisors throughout the program.

4.2 Anti-social behaviour is strictly prohibited, both inside and outside the classroom. Anti-social behaviour includes, but is not limited to: threats to or intimidation of any person, racism, bullying, lying, theft, verbal abuse, physical and/or sexual harassment and physical assault and/or battery. Any kind of anti-social behaviour can result in warnings from Reach Cambridge staff and non-academic probation. Extreme or repeated anti-social behaviour can result in dismissal from the programme without refund.

5-Personal Space & Possessions

Reach Cambridge respects every student's personal space and possessions, and expects all students to act similarly. However;

5.1 Students suspected of inappropriate behaviour or of hiding anything illegal or forbidden may force Reach Cambridge to carry out a room or bag check.

6-Personal Responsibility

6.1 **In general** - A significant component of Reach Cambridge programs is that students are afforded certain responsibilities and freedoms and are expected to take responsibility for their decisions.

6.2 **Dress** - Students are expected to dress in accordance with the academic nature of their environment and in a manner appropriate for academic and social functions on campus.

6.3 **Travel** - Students may not drive a car while on the program, nor may they ride in a motor vehicle other than as public transport or with the authority of Reach Cambridge staff.

7-The Campus

7.1 **Accommodation** - There are many students residing at the College in the summer, of varying age, backgrounds and taking a variety of courses. Respectful behaviour and conduct is expected of students at all times. **Reach students are not allowed to have overnight guests in their rooms due to college policy and fire regulations**

7.2 **Quiet Hours** - Quiet hours are to be enforced from 10pm to 8am seven days per week. Care is required when returning home to the residence as noise travels easily within hallways. Please be courteous towards your neighbours at all times.

7.3 **Visitors** - Visitors are welcomed on the program, but are asked to sign in at the program office. Students must ensure that their visitors abide by all program rules.

7.4 **Dangerous items** - It is forbidden for students to possess or purchase any item that is deemed to be a danger to themselves or others. These include knives, fireworks or any other flammable items such as candles.

7.5 **Smoking** - Students must respect the rules and regulations of the College with regards to smoking.

7.6 **Keys** - Students are accountable for all residential keys issued to you at the start of the program. If for any reason you lose your keys, you must inform Reach Cambridge staff immediately, and will be charged a replacement fee by the College. Keys must be returned at the end of the programme.

8-Leaving the Programme

Students are allowed to leave the programme outside of teaching hours but will need to notify their

instructor and a member of Reach Cambridge staff.

8.1 Students who intend to leave the programme overnight must leave details of their overnight accommodation (hostel/hotel booking confirmation) and any relevant travel details (flight confirmation, including airports, times and flight numbers) with the Reach Study Abroad office.

In case of emergency, it is important that Reach Cambridge staff are able to contact students travelling independently outside of class time.

These rules and regulations have been designed to ensure that the rights and safety of all participants are protected. This helps to ensure a healthy community spirit, and allows program coordinators and supervisors to spend their time designing and accompanying students on local excursions and activities, and to help each student to make the most of the opportunities available to them during their time in the UK.

By accepting the terms and conditions upon application to any Reach Study Abroad program, you accept and acknowledge that you have read and understood these rules and regulations and that you could be dismissed from the program if Reach Cambridge determines that you are in breach of any of the above. You also acknowledge, as agreed to upon acceptance of the terms and conditions upon application, that no refunds of program fees will be issued in this eventuality.