

**STUDENT REGISTRATION FORM**

STUDENT INFORMATION			
Last Name:		First Name:	Middle Initial:
Address:			Apt:
City:	Zip Code:	Student's Email Address:	
Grade:	School Name:		
Student Cell Phone (if applicable): ( ) -		Mother's Cell Phone: ( ) -	Father's Cell Phone: ( ) -
Mother's Name:		Work Phone: ( ) -	Extension:
Father's Name:		Work Phone: ( ) -	Extension:
Parent's Email Address:			

EMERGENCY CONTACT INFORMATION			
Last Name:		First Name:	Middle Initial
Relationship:			
Address:			Apt:
City:		State:	Zip Code:
Cell Phone: ( ) -		Email Address:	

As parent or legal guardian of the aforementioned student, I hereby give my consent for any emergency medical, dental treatment, and general health situations as approved by the tour consultant or other adult escort, in case of illness or injury while participation in activities sponsored by IMBRACE Education. I agree to hold harmless IMBRACE Education, its employees and agents from any injury, accident or sickness occurring during or as a result of the college tour. I also agree that I will be fully responsible for the cost of medical treatment and any related transportation.

IMBRACE Education act solely in the capacity of the agents on behalf of their tour patrons in arranging tour and trip services and are not responsible for delays, cancellations, and negligence due to any persons or companies.

STUDENT NAME	
STUDENT SIGNATURE	DATE
PATENT/GUARDIAN NAME	
PARENT/GUARDIAN SIGNATURE	DATE

**MEDICAL RELEASE FORM**

PLEASE COMPLETE THE FOLLOWING INFORMATION	
Student Name:	
Mother's Name:	Cell Number: ( ) -
Mother's Email Address:	
Father's Name:	Cell Number: ( ) -
Father's Email Address:	
If parent or legal guardian is not available in case of an emergency please notify the person listed below.	
Name:	Relationship:
Cell Phone: ( ) -	Email Address:

MEDICAL INFORMATION	
Physicians' Name:	Phone Number: ( ) -
Medical Insurance Company:	Phone Number: ( ) -
Policy Number:	Group Code:
Address:	
Name on Insurance Card:	Relationship:
To ensure that your child is carefully attended in an emergency, please be sure the health facts are accurate and complete.	
ILLNESS/HEALTH CONDITIONS: Please check if your child has had or presently had any of the following:	
<input type="checkbox"/> ADD/ADH	<input type="checkbox"/> Cardiac Conditions
<input type="checkbox"/> Asthma	<input type="checkbox"/> Diabetes
<input type="checkbox"/> Behavioral Issues	<input type="checkbox"/> Ear Infections
<input type="checkbox"/> Epilepsy/Seizures	<input type="checkbox"/> Headaches/Migraines
<input type="checkbox"/> Hearing Impairments	<input type="checkbox"/> Liver Disorders
<input type="checkbox"/> Physical Handicap(s)	<input type="checkbox"/> Vision Impairments
Other: _____	
_____	
_____	
Does your child know how to swim? <input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>MEDICAL HISTORY</b>	
Medical Restrictions or Conditions:	
#1 Medicine in my child possession:	#1 Dosage:
#2 Medicine in my child possession:	#2 Dosage:
#3 Medicine in my child possession:	#3 Dosage:
#4 Medicine in my child possession:	#4 Dosage:
Allergies:	Date of last Tetanus Booster:
Please lists any information that is necessary for medical care:	
<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>	
The IMBRACE Education Tour Coordinator/Chaperones will not administer medication and accepts no responsibility for medical liability.	

As parent or legal guardian of the aforementioned student, I hereby give my consent for any emergency medical, dental treatment, and general health situations as approved by the Tour Coordinator/Chaperones, in case of illness or injury while participation in activities sponsored by IMBRACE Education. I agree to hold harmless IMBRACE Education, its employees and agents from any injury, accident or sickness occurring during or as a result of the trip. I also agree that I will be fully responsible for the cost of medical treatment and any related transportation.

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STUDENT NAME	
STUDENT SIGNATURE	DATE
PATENT/GUARDIAN NAME	
PARENT/GUARDIAN SIGNATURE	DATE

## STUDENT CODE OF CONDUCT

A College Tour is an exciting opportunity whether you are a frequent traveler or venturing from home for the first time. Tours provide students with a chance to explore new people and places. Because of these experiences and for your safety, IMBRACE Education has set some important rules and guidelines to make your trip more pleasurable. Adhering to these regulations will not only enhance the enjoyment of your trip, but also ensure the safety of all participants.

1. **DRESS CODE & HYGIENE:** You must be fully dressed in appropriate “college visit” attire when boarding the charter bus. Therefore, pajamas, house shoes, hair bonnets/scarfs and/or durags/stocking/wave caps are not permitted on the charter bus. Baseball hats, beanies, tank dresses/tops, spaghetti straps and/or strapless dresses/tops, leggings/spandex shorts, exposed midriiffs, excessive ripped and/or pants/jeans with holes, and/or open toe and/or heel shoes (slides, flipflops, crocs, clogs and/or sandals) are prohibited. For safety purposes, all shorts and skirts must be at least to the knee; blouses and shirts must have sleeves. Due to excessive walking while touring college campuses, you must wear comfortable closed toe and heel shoes (athletic shoes preferred) at all times. Students are expected to maintain proper hygiene at all times. Always remember, first impressions are lasting impressions!
2. **CIVILITY:** Follow the directives given by the Tour Coordinator/Chaperones. Exercise the same courtesy to others that you expect in return. Continuously be mindful of your safety and welfare throughout the tour and use exceptional judgment at all times. Remember that you are being watched carefully at all times. You are required to be attentive while listening to presentation and visiting campuses. Music devices, ipads and/or cell phones will not be in use during presentations and campus tours. You are expected to participate in all activities. You are responsible for your belongings and your behavior.
3. **BUS ETIQUETTE:** Your motor coach will be your transportation for the duration of the tour. Buses must be kept in an immaculate condition. All garbage shall be disposed of in proper receptacles. Bus drivers have the important task of maintaining the safety of passengers. Noise should be kept to a minimum so that your bus driver is not distracted. Walking on the bus should be minimal and headphones must be used to avoid disturbing others. You will be held responsible for any and all damage you cause to the motor coach.
4. **GROUPS:** No one may go anywhere alone for any reason whatsoever! You must remain in groups of at least three or four students. It is crucial that groups stay together at all times. It is of the utmost importance that your Tour Coordinator/Chaperones knows where you are. Remember that you are part of a group. It is highly improper to keep others waiting so always be on time for scheduled activities and departures.
5. **LOST OR STOLEN ITEMS:** You are responsible for your own belongings. Keep all valuables and money with you at all times. Report any missing items directly to the Tour Coordinator/Chaperones and the manager of the facility in which you think the item was lost or stolen. IMBRACE Education Tour Coordinator/Chaperones are not responsible for loss, damaged, and/or stolen personal items.
6. **CONTRABAND:** Any student possessing or using an alcoholic beverage, controlled substance, or weapon, will be sent home immediately at the expense of their parent.
7. **BUDGET:** Please arrange your budget for extra spending money for food, snacks and/or souvenirs. The tour will not make any detours to Western Union, nor will you be allowed to leave the tour to find an ATM.

Please be mindful that these are the minimal guidelines and expectations for your tour. The Tour Coordinator/Chaperones may provide additional policies, as well. Severe infractions of the preceding rules will result in a telephone call to the student's parents or may result in the student being sent home at the parent's expense.

We have read the above expectations pertaining to the college tour and agree to abide by the Student Code of Conduct.

STUDENT NAME	
STUDENT SIGNATURE	DATE
PARENT/GUARDIAN NAME	
PARENT/GUARDIAN SIGNATURE	DATE

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## CONTRACT AGREEMENT

I, \_\_\_\_\_, have voluntarily agreed to participate in a college tour or other organized event sponsored by IMBRACE Education I agree to abide by the rules and regulations set by IMBRACE Education for the health, welfare, and security of all tour members. I agree to indemnify and hold harmless IMBRACE Education from any claims which occur as a result of my participation in the program. I willingly concur to all of the following terms and conditions, which shall be binding upon me and IMBRACE Education.

STUDENT'S NAME (PRINT)

2. IMBRACE Education operates with the purpose of organizing and hosting escorted college tours and other collegiate and private events. IMBRACE Education performs an array of services in relation to these tours. IMBRACE Education as the prime stakeholder shall be responsible for constructing travel services, meals, events, activities, etc. IMBRACE Education cannot be responsible, however, for unforeseen occurrences such as an independent company's failure to honor a confirmed reservation or to provide services it has been contracted to perform. I release IMBRACE Education (its employees and agents) from any claims arising from the failure of any college, transportation company, restaurant, or other supplier of tour services, or arrangements, to effectively execute arrangements set forth in any tour itinerary, except where there has been an oversight on the part of IMBRACE Education. I understand that I shall be liable for any additional expenses for meals and transportation as a result of missed connections, mechanical malfunctions, or weather-related delays, whether due to the student's own tardiness or the non-performance of another service provider.

3. I acknowledge that IMBRACE Education cannot be liable for events outside its powers, such as (without limitation) strikes, delays, acts of God, acts of nature, war, terrorism, or governmental restrictions; or for the actions or errors of any person or entity not within its control, such as (without limitation) transportation companies, restaurants, and other suppliers of tour services or arrangements. I release IMBRACE Education (its chaperones and volunteers) from any claims stemming from such events, actions, or errors. If I wish to obtain travel insurance or other insurance coverage, it is my responsibility to do obtain this.

4. I agree to complete the Medical Information Form, and will indicate on this form any and all pertinent medical conditions which may affect my involvement in the college tour. Tour members must possess medical coverage which is the responsibility of parents or guardians as IMBRACE Education cannot assume any medical costs incurred during the tour. Trip cancellation insurance is available to protect me against unexpected illness. A physician's note authenticating that my participation is prohibited must be submitted. I will notify IMBRACE Education of any prescription drug use on the Medical Information Form which will be signed by my parent or legal guardian. I understand my failure to complete the form prior to the college tour departure will prevent me from participating in the tour. I acknowledge that the information contained in the Medical Information Form and Student Registration Form is true and accurate to the best of my knowledge and that I will hold IMBRACE Education harmless and risk-free from any claims if any of the information contained in the Medical Information Form and Student Registration Form is false. If I become ill or incapacitated at any time, I authorize IMBRACE Education to take whatever action it believes is necessary to preserve my health and safety, including (without limitation) obtaining medical treatment for me and/or transporting me home, all at my expense (or at the expense of my parents or legal guardian). I agree to reimburse IMBRACE Education for any expenses it incurs for the purpose of preserving my health or safety.

5. IMBRACE Education is not responsible for loss of travel documents, valuables, or for loss of or damage to belongings. I accept responsibility for any pecuniary obligations I may incur and for any damages or injuries I may cause to any other person or establishment while on tour.

6. IMBRACE Education 's fees for the college tour include: ground transportation, meals (some and/or all), student led campus tours, meetings with admission representatives, materials, souvenir t-shirt, chaperones and activities. If I wish to cancel my reservation for an IMBRACE Education tour, I must do so in writing prior to departure. My right to a refund will depend upon the date that my written notice of cancellation is received by IMBRACE Education. If my written notice is received more than forty-five (45) days prior to departure, IMBRACE Education will refund 25% of the total fees charged for my college tour. If I decide to cancel in less than thirty (30) days prior to the tour departure date; I will not be entitled to any refund.

7. Each tour group is guided by an experienced Tour Coordinator who may be assisted by at least one other person with experience in assisting students with college selection and admissions. IMBRACE Education reserves the right to make adjustments in the schedule, transportation, meals, tour leadership, and tour membership as it, in its sole discretion, may deem necessary for a successful tour. If such circumstances arise, I agree to abide by IMBRACE Education judgments and resolutions. I release IMBRACE Education (and its employees and agents) from any claims resulting from the termination of a city or college visit. All schedules and prices quoted are based on current operational costs and are subject to verification and/or adjustment prior to departure. Additional expenses, if any, shall be the responsibility of participant's parents or guardian; equally, refunds, if any, will be made to the participant's parents or guardian.

8. I agree to be entirely accountable for my own welfare and behavior. I will make no claims against IMBRACE Education (or its agents or employees) as a result of any occurrences prior to the actual departure of my tour, during any time that I veer from IMBRACE Education's established itinerary for my tour, or once we have made a successful arrival. I will not depart from IMBRACE Education's established itinerary at any time, either on my own or with other tour participants, unless I submit a written document signed by my parents or legal guardian to be approved by IMBRACE Education prior to departure. If I submit a written, signed, and verified document, I agree to abide by its terms and conditions. The approved document shall also become a part of this agreement, whether it is physically attached or not.

9. I agree to conduct myself in a responsible manner at all times during the college tour, follow the established itinerary, and to refrain from the use of alcohol or illegal drugs. In addition, I will comply with all group rules and standards which are announced verbally or placed in writing by IMBRACE Education. IMBRACE Education shall have complete discretion to terminate my participation in the college tour program and to send me home at my own expense (or at the expense of my parents or legal guardian) if I engage in any conduct which breaches this Contract Agreement, violates the rules and standards provided by IMBRACE Education, jeopardizes the harmony of the tour or the safety of other tour members and /or chaperones, or is damaging to the position of IMBRACE Education. If I am sent home for any of these reasons, I will not be entitled to any form of refund. The method and manner of transporting the participant home shall be determined solely by IMBRACE Education and all affiliated costs of transporting the participant back home shall be remunerated completely by the participant and/or the participant's parent or guardian.

10. IMBRACE Education program is designed to provide a stimulating and enjoyable experience for students to compare a variety of schools under the guidance of professional educators. Participation in a college tour program may enhance a student's chances of gaining admission to the college of his/her choice. However, IMBRACE Education is not affiliated with any college or university, and has no involvement in or authority over any college's admission decisions. IMBRACE Education will hold all personal and educational information concerning participants in the strictest confidence. IMBRACE Education will not reveal any information to any college admissions official or other person, except as expressly authorized in advance by the student. IMBRACE Education may use tour photographs, videotapes, and testimonials of students in publicity materials.

11. I agree that IMBRACE Education shall have the right to cancel any tour for unsatisfactory participation (minimum 40 participants) or for other reasons which it considers appropriate. In the event a tour is cancelled, IMBRACE Education shall be obligated to provide me with a refund minus the processing fees. If the tour is cancelled while it is in progress, IMBRACE Education shall provide me with a partial refund for the cancelled portion of the tour minus any deposits for meals or services which I do not use once my tour has begun.

12. This agreement shall be effective upon my acceptance by IMBRACE Education as a participant in one of its college tours.

I certify that I am the parent or legal guardian of my son/daughter named above. I have read the above contractual agreement and will be bound by its terms and conditions, both on my own behalf and on behalf of son/daughter.

STUDENT NAME	
STUDENT SIGNATURE	DATE
PATENT/GUARDIAN NAME	
PARENT/GUARDIAN SIGNATURE	DATE