

BARUCH LEADERSHIP ACADEMY

Parent/Guardian Agreement

TUITION & PAYMENT TERMS Please refer to the web site www.baruch.edu/leadership for tuition and payment information. The full balance of tuition is due three weeks prior to the start of Academy by check or credit card. Students enrolling in the Baruch Leadership Academy at Baruch College of the City University of New York must submit a non-refundable deposit of \$250. Cancelled/returned checks will be subject to a \$25 non-sufficient funds fee. Payments not made by the due date will be subject to loss of placement in the Academy.

WAIT LIST Applications from qualified students are processed in the order of receipt and may exceed spaces available. Completing this form is an application for participation and enrollment is contingent upon final approval by the Baruch Leadership Academy at Baruch College of the City University of New York with whom sole discretion resides.

CODE OF CONDUCT The Student and Parent understand that participation in the Baruch Leadership Academy at Baruch College of the City University of New York demands the highest standards of conduct and personal responsibility. The Student agrees not to use or possess tobacco, alcohol, controlled substances without prescription, weapons or firearms of any kind during the program. Additionally, the Student agrees to abide by all the Baruch Leadership Academy at Baruch College of the City University of New York rules and standards of conduct throughout the program. Further, the Student and Parent understand that the Baruch Leadership Academy follows a zero tolerance policy. Infraction of any rule or standard of conduct may result in immediate dismissal, forfeiture of tuition and any other fees paid and return home at the Student/Parent's sole expense. The comprehensive Baruch Leadership Academy at Baruch College of the City University of New York Student Code of Conduct will be distributed to accepted students and is incorporated herein by reference.

CANCELLATIONS We will fully refund any cancellations prior to the first day of Academy (note: cancellation refund does not include the \$250 non-refundable deposit). Academy fees will be refunded minus the deposit. Deposits are non-refundable. Refunds are not made in the event a student is dismissed from the Academy for any reason, including: conduct, health, voluntary withdrawal or for no-shows without prior notice.

REFUNDS for the Academy will be made if requested in writing to Baruch Leadership Academy at academy@baruch.cuny.edu (except \$250 deposit which is non-refundable) prior to the start of the program. Tuition payments will be refunded in full in the event the Student's application is not accepted or if space is not available in the program. In the event that the program is canceled, all tuition will be refunded. Baruch College will not be responsible for any expenses incurred by student other than tuition paid. Refunds in the form of a personal check may take up to 4-6 weeks for processing. Refund requests will not be granted or considered after the program has commenced. We reserve the right to grant exceptions to the stated policy in situations including, but not limited to, illness and death in the immediate family. There are no refunds for students expelled for violation of the Student Code of Conduct.

Parent/Guardian Agreement

I have read and understand the agreement. I understand that my child may be participating in physical activities (including, but not limited to those listed in the course descriptions) and the potential for accidents exists. I understand that the Academy, its staff, presenters, and instructors have established guidelines to minimize risks to provide a safe environment. In consideration of acceptance into this program, I indemnify and hold harmless the Baruch Leadership Academy at Baruch College of the City University of New York and its staff, volunteers and officers from any and all liability, claims, damage, injury or illness sustained by my child, and I verify that the information on this Parent Agreement and Health & Medical Form is correct and complete as far as I know. This form may be copied for Academy records, and I hereby give permission to the Academy to provide routine health care, administer prescribed medications, administer over-the-counter medications as noted on the Health & Medical form, and seek emergency medical treatment if necessary. I agree to the release of any records necessary for emergency purposes. I give permission to the Academy to arrange necessary emergency medical transportation for my child. I agree to read all information included in materials sent to me after registration and to share this information with my emergency contact person, and to read, sign and return any and all applicable forms and waivers, and I permit photos, video and audio of activities or interviews that may include my child to be used in Academy/course promotion without liability or remuneration. Lastly, I fully understand that my child is responsible for his/her possessions. I have read, signed, and agreed to the registration requirements.

Student Name

Parent/Guardian Name

Relationship

Signature

Date

POSTPONEMENT OR CANCELLATION OF PROGRAM Baruch College reserves the right to modify or cancel a cohort because of safety, health or other issues including, but not limited to Acts of God, acts or omissions of government authority, compliance with government regulations or any other cause or event beyond the control of the college.

AGREEMENT, LIMITATION OF LIABILITY & RELEASE In consideration of being accepted as a participant in the Baruch Leadership Academy at Baruch College of the City University of New York, Student and Parent each:

- release and hold harmless the College, its employees, affiliates and sponsors from and for any claim, injury, theft, loss or other liability of any kind which is caused or contributed to by the Student.
- indemnify Leadership Academy and the College from and for any claim, injury or other liability of any kind which is caused by the student.
- understand that the Parent Agreement & Health & Medical form must be completed, signed and returned in order to participate in the Leadership Academy.

It is understood that the Baruch Leadership Academy at Baruch College of the City University of New York cannot be held responsible for:

- any acts or executive orders of any government authority or incidents that may occur on the part of any commercial carrier from the time the Student leaves home until the Student returns home.
- any loss, damage, or delay resulting from any act or omission on the part of any person or company whose services are retained by the Academy.
- any act, error or omission on the part of any Academy participant(s).
- any decision made in response to any problem or situation encountered with a Student. Additional expenses, if incurred under any of these circumstances, must be borne by the participant.

Academy reserves the right to:

- cancel the program before the first day of Academy in which case all monies shall be refunded in full.
- change or modify any portion of the Academy's itinerary without notice.
- require students to have additional releases or agreements signed for certain programs and/or locations.

Mail or email your completed Parent Agreement, Health & Medical Forms and payment to:
Baruch College, Attn: Baruch Leadership Academy, 55 Lexington Ave, Box H-720, New York, NY 10010
Email: academy@baruch.cuny.edu