



College of Business
Application for Undergraduate International Business Study Tour

Approximate travel dates: May 9 to May 18, 2022 -- Travel course fee: \$3,500

Student Name: _____ DOB: ___/___/___ Age: _____ Gender: M / F
Email: _____ Phone: _____ Student ID #: _____
Class (circle one): Sr / Jr / Soph Major: _____
Emergency contact: Name _____ **Cell:** _____

Singapore Trip – Witness the dramatic economic and social transformation of Singapore first-hand. You will have a front row seat to Singapore’s most knowledgeable and successful international businessmen and businesswomen. You will have the privilege to visit some of the most prestigious businesses in the world along with the opportunity for cultural experiences and gathering with other college students on Sunday for worship. There will be time to explore the culture throughout your trip with a culminating free day in which you may elect to go shopping at Orchard Road or visit a variety of attractions. Singapore Zoo Universal Studios, Garden by the Bay, Botanical Gardens, Sentosa, and the Singapore Flyer are options to explore.

Course fees include transportation, lodging, food* and cultural events.

***Food includes all breakfast, 3 dinners, and 2 lunches.**

NO DEPOSIT IS REQUIRED.

Sign up for: BUSM 3123 - International Business (This course will meet once per week.)

Seniors and Juniors have priority. Sophomore students will be placed on a waiting list.

The International Business study tour is a junior level course. If you are a junior, you must take the course this year. Students must have special permission from the dean to go on the study tour during their sophomore and senior year instead of junior year. The tour will give you a better understanding of business and help you build close friendships with other NU business students.

You must have a current passport. Your application is complete when you bring your passport and your Driver’s License for copying with this application. US Passport Holders (regular, official and diplomatic) do not require a visa to enter Singapore for business or for social visit purposes.

If you do not have a current passport, you must provide proof of processing by January 15, 2023. Failure to obtain a valid passport will result in an automatic drop from the course. You may not graduate on time if you are dropped from the course. Start the application process for your passport immediately. Acquiring a passport can take several months. Passports must be valid for 6 months after the International Study Tour. Renew your passport if it expires before November 9, 2023.

Do you have any known health concerns or dietary restrictions? Yes / No

If yes, please explain: _____

Are you taking any medication? Yes / No

If yes, please list the medication and what it is for:

Depending on the nature of your restrictions or medication, you may be asked to submit a doctor's note.

Note that the primary mode of transportation in the cities we are visiting is either **public transportation and/or walking**. You will be walking frequently.

By signing this document, I certify that the information that I have filled out is true to the best of my knowledge and that I have read the notices regarding passports, health, and physical activity on the study tour.

Signature: _____ **Date:** _____

Are you an international student? Yes / No

If yes, you may have to get a visa for the countries we are visiting. You must have the visa or proof of processing by January 15, 2023. Please contact Li Lowry in the International Student Office for assistance, although you are responsible for getting your visa. Each country has different requirements and timelines for getting a visa. Your instructor will give you a due date for your Visa.

NOTE: If you are a DACA student (“Deferred Action for Childhood Arrivals”), hold a green card, or are otherwise not eligible for a passport, please meet with Dean Rowlanda Cawthon.

Procedures and Policy Information for the International Study Tour 2023

1. The application for the International Study Tour is to be completed and turned in by **December 16, 2023**, to Bamana Larsen, COB Program Coordinator in the College of Business, 209 Barton building. Bring your passport and Driver's License for copying.
2. The cost of the tour will be charged to your student account (along with spring tuition). You may pay for the tour through loans, scholarships, grants, tuition management, etc. No Deposit is required.
3. You must have a valid passport or provide proof of processing by January 15, 2023, or you will be dropped from the course and the tour. Since the International Business course is required, you may not graduate on time if you are dropped from the course.
4. International Students who need a visa are responsible for acquiring and having proof of processing by January 15, 2023. Contact the International Student office for assistance.
5. The add/drop deadline for the tour is January 15, 2023. If you drop the tour after January 10, you will not receive a refund for the tour cost and course fee (\$3500.00). Singapore Airlines has a \$300.00 fee that you will also be responsible for paying if you are a no-show.
6. Register for **BUSM 3123 International Business**, which will meet weekly throughout the spring semester.
7. The International Business Study Tour is a junior level course. If you are a junior, you must take the course this year. By going on the trip as a junior, you will gain a better understanding of business and will build close friendships with other business students. This will enrich your senior-year experience.
8. All group tour costs are included in the course fee: airfare, accommodations, meals*, group museum visits, tours, group activities, ground transportation and travel insurance and medical insurance. **Bring personal funds for souvenirs, free day activities, and meals on your own. *Food includes all breakfast, 3 dinners, and 2 lunches.**
9. I understand that alcohol, tobacco and recreational drugs are not allowed in any form and that if I violate this provision I may be sent home early at my own expense and that I may also receive a failing grade in the course(s).
10. I agree to abide by Northwest University's Community Handbook standards throughout the duration of the trip including, but not limited to, the Life Style Standards as outlined in the handbook (The Community Handbook is available at <http://www.northwestu.edu/handbook/>). I understand that if I violate this provision I may be sent home early at my own expense and that I may also receive a failing grade in the course(s).
11. You are required to depart with the class on the departure date. If you make any changes to your return flight, you are responsible for Singapore Airline's change fee, which is \$250.00 plus tax and any additional fare difference.

By signing this document, I certify that I have read, understood, and agree to follow all of the policies and procedures listed. *(Sign and submit with application)*

Signature: _____ **Date:** _____

Print Name: _____

Release of Liability and Assumption of Risk for the International Business Study Tour – May 2023

In order to participate in Northwest University's undergraduate International Business Study Tour, I agree to the following:

1. I agree that Northwest University and its personnel are not liable in the event of personal injury, illness, or death, loss and/or damage of personal property, and arrests by law enforcement.
2. I understand that there is the possibility of personal injury, illness, and /or death incurred as a result of transportation (i.e. airplane, bus, metro, local coach), natural disasters, war, disease, local cuisine, and/or negligence not directly attributable to Northwest University or its personnel.
4. I understand that Northwest University is not responsible for the loss, damage, or theft of personal property (including passports and airline tickets) during the study tour. Furthermore, I understand I am responsible for obtaining any official documents required in order to participate in the tour. I also understand that I am financially responsible for the replacements of any documents lost during the tour including passports, airline and train tickets.
5. I agree to assume responsibility for my personal conduct and behavior. If my behavior and conduct becomes disruptive or inappropriate during the study tour, I understand that I may be sent home at my own financial expense at the discretion of the faculty leading the tour.
6. I agree that Northwest University may use photographs of students, including me, on the study tour as promotional material for future tours.
7. I understand that Northwest University and its personnel are not responsible for any injury, illness, death, loss, or any other consequences as a result of my own negligence, carelessness, and/or failure to follow instruction given by appropriate authority (including University personnel and law enforcement).
8. I understand the Northwest University and its personnel reserve the right to cancel or postpone the tour due to any reason including national and international crisis or circumstances as well as severe weather conditions that require the tour to be canceled or postponed.
9. I agree that Northwest University and its personnel are not liable for any injury, illness, death, and/or loss or damage of personal property as a result of any action by contracted third parties including tour agencies and tour guides.

I have carefully read this document, I understand, and I agree to its statements.

Signature: _____ **Date:** _____