

Chiba University Short Program 2018-2019  
**Pledge Form for Participants**

Program participants must read the document and sign in the signature column at the end of the page to guarantee that all the matters stated in this form are understood and accepted.

**Terms and Conditions**

*Transportation to and from Chiba*

Program participants are responsible for their own transportation to and from Chiba, Japan. Chiba University is not responsible for any loss or additional expenses incurred due to delay or change in services due to illness, weather, transportation strikes, quarantine or other causes beyond the University's control.

*Payment*

Payment information will be provided after the enrollment has been confirmed and the payment deadline will be no later than 5 weeks before the start of the program. Participants are responsible for making necessary arrangements for payment.

*Cancellation & Refunds*

If a participant withdraws from the program, the following cancellation and refund policy will be applied:

- Cancellation notice 21-8 days before the arrival, 20% of the total amount will be charged
- Cancellation notice 7 days before the arrival, 30% of the total amount will be charged
- Cancellation notice 1 day before the arrival, 40% of the total amount will be charged
- Cancellation notice at the arrival date, 50% of the total amount will be charged
- Cancellation without notice, 100% of the total amount will be charged

Before refunds are processed, any processing fees incurred will be deducted from the total fees. Also the following cases are deemed as cancellation:

- If required documents are not sent by the designated date.
- If required payment is not made by the designated date.
- If applicant does not respond to request sent by Chiba University by given deadline.
- If Chiba University finds that there is a falsehood or an important omission in an applicant's documents.
- If Chiba University finds that an applicant is unsuitable or has an inappropriate attitude for the program after his/her arrival in Japan.

### Travel insurance

Program participants are responsible for their own travel insurance for the entire length of the program. The insurance should include the following coverages: medical expenses, emergency medical evacuation, repatriation coverage, and personal liability coverage.

### Visas

Program participants are responsible for obtaining all necessary visas prior to arrival in Japan. Chiba University will send an invitation letter and other required documents as needed after the enrollment and payment have been confirmed. Participants will also be expected to prepare the necessary documents on their own. Obtaining a visa may take time. Prospective participants are therefore advised to pay prompt attention to the visa application procedures and prepare the necessary documents as soon as their participation in the program is confirmed. A Temporary Visitor visa is not necessary if participants hold a visa which will remain valid throughout the duration of the program or if they are a citizen of a country which has a visa exemption agreement with Japan. For more information, participants should contact the nearest Japanese Embassy or Consulate.

### Privacy Policy

Chiba University will not use the personal information for any purposes other than the program. Chiba University will not share or sell the personal information to other agencies except for the necessary preparation procedures (e.g. arrangement of accommodation and activities for the program).

### Promotional Photography

Chiba University reserves the right to take photos during the program and use these photos for future promotional purposes. Participants who wish to not be photographed should inform the program staff at the beginning of the program.

### Governing Law and Jurisdiction

These terms and conditions shall be governed by, construed and enforced in accordance with the laws of Japan. Any and all disputes arising here from or in connection herewith shall be exclusively submitted to and finally resolved by Japanese competent courts.

## PLEDGE

To: The Vice President for Education of Chiba University

### Program Participant Declaration of Health and Disclaimer

I hereby certify that I am of good health for participating in Chiba University Short Program 2018-2019. I understand the risks involved in traveling to a foreign country and will take full responsibility for my own personal health and security. If I cause any serious damage to Chiba University, deliberately or by gross negligence, I am liable to compensate for the damages.

### Program Participant Declaration and Pledge

As a program participant in Chiba University Short Program 2018-2019 (hereinafter referred to as "Program"), I hereby pledge that:

1. For the duration of the Program, I will conduct myself with the awareness that I am a program participant, follow the instructions given to me by the Chiba University faculty, staff, and the Program coordinator, and abide by Japanese law.
2. I understand the outline and aim of the Program and I will attend all of my designated classes and activities as scheduled except in the case of illness or emergency.
3. I will abide by the rules and regulations of my lodging facility.
4. I understand that violation of any of the items 1-3 above is reason for dismissal from the Program.

I hereby certify that the information above is complete and accurate to the best of my knowledge. I understand that any discrepancies in this information could seriously affect the results of this application or my student's status while at Chiba University. Should any of this information change after I submit this form, such changes will be forwarded to Chiba University as soon as possible.

### ***Signature of Applicant***

*Date:*

*Name of University:*

*Signature:*

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### ***Signature of Official Contact Person in the Applicant's Home University***

*Date:*

*Name of International office:*

*Signature (Head of the office):*

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