LEWIS & CLARK COLLEGE

Overseas & Off-Campus Programs

615 S PALATINE HILL ROAD MSC 11 | PORTLAND, OR 97219 | P:503-768-7295 | OVERSEAS@LCLARK.EDU

ACADEMIC INTEGRITY AGREEMENT

Program _____ Semester _____

Between: Lewis & Clark College, its Trustees, Officers, Faculty and Agents "The College"

And: _____ "Participant"

All students on any Lewis & Clark College Overseas and/or Off-Campus Program are obligated and required to adhere to the Academic Integrity Policy as published in the Lewis & Clark College Catalog's "Policies and Procedures" which are stated below:

1. **Principles of Conduct.** The community of scholars at Lewis & Clark College is dedicated to personal and academic excellence. Joining this community obligates each member to observe the principles of mutual respect, academic integrity, civil discourse, and responsible decision making.

2. **Academic Integrity.** Academic integrity finds its genesis in the fundamental values of honesty, tolerance, respect, rigor, fairness, and the pursuit of truth. Scholarship is at the heart of this academic community, and trust between faculty and students is essential to the achievement of quality scholarship. At times scholarship is collaborative, at times independent. All sources, both written and oral, should be properly cited. Acts of academic dishonesty are contrary to the mission of the College and constitute a serious breach of trust among community members.

3. **Academic Integrity in Practice.** 3.1 Lewis & Clark College believes that each member of the community is responsible for the integrity of their individual academic performance. In addition, because each act of dishonesty harms the entire community, all individuals--students, faculty, and staff members alike--are responsible for encouraging the integrity of others: by their own example, by confronting individuals they observe committing dishonest acts, and/or by discussing such actions with a faculty member or academic dean, who will respect the confidentiality of such discussions. When any individual violates this community's standards, the College is committed as a community to take appropriate steps to maintain standards of academic integrity.

3.2 Acts of academic dishonesty involve the use or attempted use of any method or technique enabling a student to misrepresent the quality or integrity of their academic work.

3.3 Academic dishonesty with respect to examinations includes but is not limited to copying from the work of another, allowing another student to copy from one's own work, using crib notes, arranging for another person to substitute in taking an examination, or giving or receiving unauthorized information prior to or during the examination.

3.4 Academic dishonesty with respect to written or other types of assignments includes but is not limited to: failure to acknowledge the ideas or words of another that have consciously been taken from a source, published or unpublished; placing one's name on papers, reports, or other documents that are the work of another individual, whether published or unpublished; flagrant misuse of the assistance provided by another in the process of completing academic work; submission of the same paper or project for separate courses without prior authorization by faculty members; fabrication or alteration of data; or knowingly facilitating the academic dishonesty of another.

3.5 Academic dishonesty with respect to intellectual property includes but is not limited to theft, alteration, or destruction of the academic work of other members of the community, or of the educational resources, materials, or official documents of the College.

_____ _____

Date Signature of Participant

NOTE: Students must digitally sign and submit the signed contract to the Overseas & Off-Campus Programs office via email. It is highly recommended that students save a copy for their records.

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RELEASE & AGREEMENT CONTRACT

Release & Agreement Contract 2023-2024

Program _____ **Semester** _____

Between: Lewis & Clark College, its Trustees, Officers, Faculty and Agents **"The College"**

And: _____ **"Participant"**

And: _____ **"Parent or Guardian"** (if participant is under 18)

Participant desires to be accepted into the College's overseas and off-campus program. Participant and/or Parent or Guardian understand that for a variety of social, societal, political, legal, and other reasons, there may be inherent risks in any overseas and off-campus program.

Participant and/or Parent or Guardian understand the risks include, by way of example and not limitation, the following: travel by air, train, bus, car, and other modes of transportation, potential political violence, hazardous weather, epidemics and other public health emergencies, absence of reliable and accessible communication, and other unforeseen events. In particular, Participant and/or Parent or Guardian acknowledge and accept risks associated with the worldwide COVID-19 pandemic, including the possibility of becoming ill and requiring medical attention in a foreign country, quarantine, termination of the program after it has begun, and/or being required to return to the United States or other home country.

Participant agrees it is their sole responsibility to be familiar with the physical and/or mental demands associated with the above named program. With these demands in mind, Participant represents that they have no physical or mental limitation or medical condition which, to the best of their knowledge would endanger themselves or others if Participant partakes in this program.

As a condition to acceptance, the parties agree as follows:

1. **General Release and Indemnification**. Participant agree(s) to: defend, release, indemnify, hold harmless and forever discharge Lewis & Clark College and any cooperating institution and their officers, employees, trustees, insurers and agents from and against any and all claims, demands, actions or causes of actions, whether known or unknown, relating to or arising out of or in conjunction with any damage, death or other consequences to real or personal property, any accident, illness, personal injury, death or other consequences that may result from Participant's participation in the overseas or off-campus activity for which Participant is applying.

2. **Related to Safety and Medical Needs**. Participant and, if applicable, Parent or Guardian, grant the College full authority to take whatever action the College, in its discretion, determines to be warranted to preserve the health and safety of Participant with regard to Participant's participation in activities, whether organized or self-directed, while on the overseas or off-campus program for which Participant is applying.

We understand that actions the College may take include, but are not limited to, prohibiting any activities the College deems to be risky and placing participant in a hospital, or, if no hospital is reasonably available, placing Participant in the care of a local physician, at Participant's expense. The College will undertake to make reasonable effort to communicate with Parent or Guardian before Participant is hospitalized, or subjected to injections, anesthesia, or surgery, if the nature of the medical emergency so permits. If the College in its discretion determines that Participant should be returned to the United States for medical treatment, Participant and, if applicable, Parent or Guardian, agree to reimburse the College for any transportation costs incurred, less any savings the College realizes as a consequence of Participant's non-use of the return ticket provided for in the announcements of the program.

3. **Termination or Modification of Program**. The College may cancel or alter the overseas or off-campus program at any time if in its discretion it determines that conditions of force majeure (such as natural disasters, epidemics, or other public health emergencies, political and economic crises, etc.), low enrollment, unavailability of a program leader, or any other factor makes it unreasonably difficult for the

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College to perform the obligations of the College stated in its catalogue and brochures or, in the judgment of the College, makes it contrary to the best interests of students or the College for the program to continue. In the event of cancellation before a program has begun, the College will refund fees previously collected from Participant or Parent or Guardian for the program, minus such amounts that the College reasonably determines have already been spent. In the event of a cancellation after a program has begun, the College will make its best efforts to provide Participant with alternative programming and academic credit, and no refund of fees previously collected from Participant or Parent or Guardian for the program will be provided, unless the College, in its sole discretion, determines that identifiable and unspent funds can and should be refunded to Participant or Parent or Guardian.

4. **Withdrawal of Participant.** In the event that a student withdraws from a Lewis & Clark overseas program, or is dismissed from the program, the following fees will apply:

> If withdrawal occurs three months or more before the beginning of the semester (based on the Lewis & Clark academic calendar) the Participant will be responsible for the $300 non-refundable deposit.
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> If withdrawal occurs less than three months before the beginning of the semester (based on the Lewis & Clark academic calendar) the Participant will be responsible for paying a penalty of $3,000 (includes non-refundable deposit).
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> If withdrawal occurs at, or after, the beginning of the semester, tuition and program fees will be prorated on a per-day basis, up to the 60-percent point in the semester. After the 60-percent point in the semester, charges for tuition and program fees are not adjusted. Deadlines for this purpose are the standard deadlines for the relevant term as provided in the Lewis & Clark College of Arts and Sciences academic calendar, regardless of the actual start and end dates of any particular program.

The College reserves the right to add any fees incurred by Participant to Participant's student account, and to refuse registration, provision of transcripts and issuance of degrees until all fees are paid in full.

5. **Rules of Conduct.** 5.1 In addition to Participant's usual responsibility to the College to comply with its rules and regulations, Participant must assume added responsibility to the group and to comply with the laws and customs of the country in question. The College reserves the right to terminate participation of a Participant in the program, either before or after going abroad, for any of the following causes: a) failure to prepare conscientiously for the program, including irregular attendance at orientation sessions, inadequate study of assigned materials, and unsuccessful completion of program prerequisites; b) being placed on academic warning or probation; c) failure to perform at a satisfactory academic level during the program; d) possession or use of narcotics or hallucinogenic drugs; e) intemperate or illegal use of alcoholic drinks or public intoxication, or f) participation in black market activities.

5.2 The College is not able to assist students who break the law in a foreign country and is not responsible for legal fees or other costs while attempting to secure the release of Participant from foreign custody. Lewis & Clark students are subject to the laws of their host country and community. Neither the Overseas & Off-Campus Programs Office nor the US Government has the ability to protect Participant from punishment with respect to drugs or other criminal offenses.

6. **Severability.** If any word(s), phrase(s), or term(s) of this agreement are declared unenforceable by any court of competent jurisdiction for any reason, the remaining word(s), phrase(s), or term(s) shall be valid and enforceable and construed as if the invalid or unenforceable word(s), phrase(s), or term(s) were deleted.

_____ _____

Date Signature of Participant

_____ _____

Date Signature of Parent or Guardian **(If Participant is currently under 18)**

NOTE: Students must digitally sign and submit the signed contract to the Overseas & Off-Campus Programs office via email. It is highly recommended that students save a copy for their records.