



Japanese Sister City Committee

111. E. Maple
Independence, MO 64055

STUDENT DELEGATE CONDUCT AGREEMENT

THIS STUDENT DELEGATE CONDUCT AGREEMENT (“Agreement”) is entered into on this _____ day of _____, 20____, between the Independence Japanese Sister City Committee (“JSCC”) and the student delegate _____ (“Delegate”).

WHEREAS, JSCC is a Committee of the City of Independence, Missouri (“City”) and operates a student exchange program with the City’s sister city, Higashimurayama, Japan; and

WHEREAS, Delegate has been selected by JSCC to represent JSCC and the City as a student delegate to Japan upon the condition that Delegate and Delegate’s parents sign a Conduct Agreement and satisfactorily comply with the terms of the Agreement; and

WHEREAS, Delegate and Delegate’s parents, by entering into this Agreement, acknowledge that representing JSCC and the City is a privilege and not a right.

NOW, THEREFORE, in consideration of expenses anticipated to be incurred by JSCC on Delegate’s behalf relating to Delegate’s trip to Japan, and the mutual covenants set out below, Delegate and JSCC agree as follows:

1. Delegate Responsibilities. Delegate agrees to the following:
 - A) To attend all required meetings of his/her student delegation. If Delegate knows in advance that he/she will be unable to attend a required meeting, Delegate shall contact the delegation Escort to request an excused absence from said meeting. Whether or not to accept Delegate’s excuse lies within the sole discretion of the delegation Escort.
 - B) If Delegate misses a required meeting after receiving an excused absence from the delegation Escort, Delegate shall make arrangements within one (1) week (or as soon as possible) to meet with the delegation Escort to review material covered at the missed meeting.
 - C) To make all required payments (for airfare, etc) pursuant to a written payment schedule to be distributed to all delegates by the delegation Escort.

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D) To complete tasks assigned to Delegates by the delegation Escort in a timely manner. Assigned tasks may include, but will not be limited to, acquisition of a passport, currency exchange, and acquisition of travel health insurance.

E) To participate in JSCC functions upon request until Delegate completes both legs of the student exchange program — Independence in Higashimurayama, and Higashimurayama in Independence.

F) To attend a JSCC meeting after returning from Japan to report on Delegate's experiences and observations as a student exchange delegate.

G) To exhibit good citizenship at school, in the community, and online (i.e. facebook). At no time shall Delegate speak or write negatively about JSCC, its persons or programs. All concerns must be addressed confidentially to the Escort or any member of the JSCC Committee. Delegate and Delegate's parents acknowledge and agree that what constitutes "good citizenship" lies within the sole discretion of JSCC and/or the delegation Escort.

2. JSCC Responsibilities. JSCC agrees to administer the Japanese Sister City Student Exchange Program.

3. Dismissal. The failure by Delegate to abide by the terms of this Agreement may, in the discretion of JSCC, result in Delegate's dismissal from the student exchange program.

4. Insurance. Delegate and Delegate's parents/guardians acknowledge and agree that it is their sole responsibility to procure whatever insurance they deem necessary with regard to Delegate's participation in the exchange program, including, but not limited to, health insurance, travel insurance, and property insurance. They also acknowledge and agree that any attempt by JSCC to assist Delegate in procuring such insurance does not make JSCC in any way responsible for loss or damage relating to health issues, travel expenses or lost, stolen, or damaged personal property. With regard to health insurance, it is the sole responsibility of Delegate and/or Delegate's parents/guardians to procure appropriate health insurance that will cover Delegate for health issues that may arise while traveling. JSCC reserves the right to dismiss Delegate from the program for failure to procure health insurance that JSCC, in its sole discretion, deems appropriate and adequate.

5. Refunds. Delegate, Delegate's parents, and JSCC acknowledge that JSCC will purchase round-trip airfare to Japan on Delegate's behalf with funds provided by Delegate and/or Delegate's parents. If Delegate is removed from the program for violation of the terms of this Agreement, or voluntarily withdraws from participation JSCC will make reasonable efforts to obtain a refund from the airline for any payments made by JSCC for airfare and to return any refunds to Delegate and/or Delegate's parents. However, to the extent JSCC is unable to obtain a refund from the airline, Delegate and Delegate's parents release JSCC from any claim from refund of airfare payments.

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- 6. Waiver By signing this Agreement, Delegate and Delegate's parents/guardians waive any claim for lost, stolen, or damaged personal property relating to Delegate's participation in the exchange program and release JSCC from any liability whatsoever for lost, stolen, or damaged personal property.

- 7. Non-refundable Deposit Delegate and/or Delegate's parents agree to pay JSCC a non-refundable deposit of \$200.00 upon the signing of this agreement. This deposit will be applied to the total cost of which Delegate and/or Delegate's parents are responsible.

We have read this Agreement and agree to abide by its terms and conditions.

Student Delegate

Printed Name _____

Student Delegate's Parent/Guardian

Printed Name _____

Student Delegate's Parent/Guardian

Printed Name _____

ACCEPTED:

Japanese Sister City Committee Chairperson

Date