

This is English translation of the Study Abroad Agreement in Japanese. Please sign and submit the original Agreement in Japanese when you apply for a program(s).

## Study Abroad Agreement

To Professor Kazuo Kuroda, Dean of the Center for International Education

I, as an applicant to and participant in Waseda University's study abroad program 2012 (hereafter "study abroad program"), fully understand and agree to the terms and conditions as indicated below. I also agree not to lodge any formal objection or protest in the case that I may lose the right to participate in the study abroad program or support from Waseda University by failing to comply with these terms and conditions.

1. As part of the application process, I have secured permission and agreement from my parents, guarantor or financial supporter to prepare sufficient financial resources for all the estimated expenses prior to my departure. I agree to pay all the fees (tuition, program fees, etc.) by the date set by Waseda University. *I understand that any late payment of these fees may cause difficulty in transferring credits from the host university to Waseda University.*

2. I understand that I am not allowed to withdraw from the study abroad program once Waseda University nominates me as a candidate for the study abroad program unless Waseda University accepts the circumstance and gives me approval to withdraw from the study abroad program.

3. Even if I am nominated as a candidate for the study abroad program, it does not guarantee my participation in the program. I understand that the concerned university has the right to reject my application and that the rejection may rest on the conditions and circumstances of the concerned university.

4. I understand that Waseda University may determine to postpone or cancel the study abroad program according to the security condition in the host country or region and that I am required to return to Japan at the earliest possible opportunity.

5. I understand the purpose of the study abroad program will concentrate on the study to the best of my abilities. I agree to complete all the courses required by the program. I also understand that I may be required to return to Japan and will do so if my academic standing does not reach the standard of the host university.

6. I agree to take full responsibility for all the necessary procedures, which include application documents to the concerned university, passport and visa, procedures required by my School at Waseda University to participate in the study abroad program and to return to the School, credit transfer, payment of tuition and other academic fees, insurance and others required for the program.

7. I agree to purchase the insurance plan for the period of my study abroad and register for the crisis management service, as designated by Waseda University. *I agree to purchase both insurance plans designated by Waseda University and by my host university if the latter requires me to purchase a separate insurance plan in addition to the one designated by Waseda University. I agree to allow the following parties to share the personal details of myself and my guarantor provided to purchase the said insurance plan and register the crisis management service, my contact details provided to Waseda University after my arrival at the host university and accident details during my study abroad period so that they may deal with the accidents, contact my guarantor and administer the study abroad program: the Center for International Education (hereafter "CIE"), my School Office, Campus Insurance Center Co. Ltd., insurance company and crisis management agency designated by Waseda University, and the relevant ministries and embassies. I also agree to allow the CIE to share my personal details with my host university.*

8. I agree to comply with the laws and regulations of my host country and host university while participating

in the study abroad program. I will also follow the guidance of the faculty members and advisors at my host university and respect the standards of decency in my host country.

9. I understand that I am a representative from Waseda University and must act responsibly. I will not lodge any complaint against or implicate Waseda University for the loss and/or damage caused by disaster, riot, terrorism, unforeseen accidents, infectious diseases, crimes, etc.

10. I will inform the CIE of my arrival at the host university and submit necessary reports to the CIE during and after the completion of my study abroad program.

11. I will stay, if any, in the accommodation designated by my host university or Waseda University. I understand that if any accommodation is not designated, I will be responsible to acquire a place to stay on my own.

12. I agree to return to Japan and resume my study at Waseda University after the completion of the study abroad program.

13. I agree to allow Waseda University to receive my academic and/or other personal information from my host university for the purpose of the administration of the study abroad program and for my safety.

14. I agree to have my name (as written in my passport) and my passport number to be shared with the travel agency and airline company if it becomes necessary for the university to make a tentative reservation for a return flight.

15. I understand that Waseda University may use the personal details I have submitted in order to contact me for events and various briefing sessions held by Waseda University.

School: \_\_\_\_\_

Student ID Number: \_\_\_\_\_

Name: \_\_\_\_\_

Student's Signature \_\_\_\_\_

Date: \_\_\_\_\_

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I, as the guarantor of the aforementioned student, take full responsibility that he or she will strictly abide the terms and conditions stated above.

Guarantor's Name: \_\_\_\_\_

Guarantor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_