



INBOUND PROGRAM - PARTICIPATION AGREEMENT INTERNATIONAL PROGRAM UNIVERSITAS MERCU BUANA

Jl. Meruya Selatan No. 1 Kembangan, Jakarta Barat 11650
Email: international.office@mercubuana.ac.id
Website: www.international.mercubuana.ac.id
Phone: 021 – 5840816 ext 3902 Mobile: +6281210500081



Participation Agreement

This document must be signed by students and students' home university international program manager or advisor as an acknowledgement that they are aware of personal responsibilities and agree to abide by rules and codes of conduct of Mercu Buana University (hereinafter refer to UMB) [Experience UMB Program] (hereinafter refer to Program). This also includes clauses pertaining to academic issues, disciplinary rules, accommodation arrangements, health and insurance, waiver of liability, etc.

Student Name :
Home University :
Home University Student ID/Number :
Date of Birth : DD / MM / YYYY
Program :

I am a student at the aforementioned university/institution and plan to participate in the program from DD/MM/YYYY until DD/MM/YYYY. In consideration for being permitted to participate in the program, I hereby agree and represent that:

❖ PROGRAM ARRANGEMENTS AND INFORMATION

- I understand that although UMB will attempt to implement the program as designed and introduced in a set of materials, including but not limited to participation agreement, student handbook, it reserves the right to change the program with or without prior notice at any time and for any reason it deems sufficient to satisfy institutional needs.
- I will make myself well-informed and clearly understood about the latest program information presented by a series of emails, website, student handbook provided by UMB, and will also take full accountability of missing or misunderstanding the information owing to my negligence.

❖ CODES OF CONDUCT

- I understand that Indonesia has its own laws and regulations and has standards of acceptable conduct in the areas of dress, manners, morals, politics, culture and behavior.
- I take full responsibility for my behavior and conduct and agree that UMB will be released and indemnified for any claim, loss, injury or liability that may be caused by my behavior or conduct .
- I agree to make reasonable and good faith efforts to become informed of all laws, regulations and standards for Indonesia, and I further agree that I will abide by and comply with those laws, regulations and standards.
- I also agree to comply with all UMB rules, standards and instructions for student behavior including but not limited to those set forth in the UMB Code of Student Life; I further agree to comply with any supplemental rules or standards adopted by UMB for the programs in which I am participating.
- I agree that UMB has the right to enforce all of the standards of conduct, rules and regulations; I further agree that if I violate those standards, rules or regulations, I may be sanctioned including immediate exclusion from the program.
- I also recognize that if my behavior is determined to be detrimental to or incompatible with the interest, harmony and welfare of UMB, or program or program participants, my acceptance of responsibility, my waiver of process and my consent to being sent home also apply if I engage in such detrimental or incompatible behavior.
- I agree that I am responsible for any legal problems that I have with Indonesian government or any individual; I understand and agree that UMB is not responsible for providing any assistance under such circumstances .

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❖ COURSE OFFERINGS, LEARNING AGREEMENT AND CREDIT CONVERSION

- I understand that UMB will offer a list of courses taught in various languages, e.g. Bahasa Indonesia and English, that I feel most comfortable with, and this list is subject to change or cancellation due to institutional inevitable needs, or any others with or without prior notice; herein change can be a change of class schedule, lecturer, language of instruction, class structure, syllabus, textbook, or any other components of academic modules.
- In the cases above, I understand that I may need to alter my course selection accordingly and modify learning agreement as well which may be composed in advance of application, admission, or participation.
- I further understand that this change does not create any liability issue on UMB regarding requirements of my graduation, future study plans, scholarship, job application, and personal risks of not being able to attend alternatives, even though UMB will make reasonable efforts to meet my expectations and course demands.
- I further understand that even though UMB will make reasonable and good faith efforts to duly provide information on course registration procedure, subject lists and access to it, it does not guarantee any of my course sign-ups; that is to say I need to consider wide range of pre-semester course selection in case of aforementioned variables.

❖ ACCOMMODATION ARRANGEMENTS AND RULES

- I understand that I am expected to adapt to differences in physical accommodations which may be perceived as inconvenient or uncomfortable by standards of my home country or home university.
- I understand that even if UMB will make its reasonable and good faith efforts to arrange UMB accommodation plan for international students, it may not be able to provide on/off-campus dormitory due to the university's housing circumstance in a specific semester.
- I understand and agree that UMB shall not be liable for any injury, loss, damage, accident, expense or inconvenience arising in UMB accommodation.
- I understand that UMB reserves a right to evict any individual, including but not limited to myself, when it is obvious that doing so will contribute better housing environment for other residents and surrounding community.

❖ COMMUNICATION REQUIREMENTS

- I understand that I should maintain contact with my home university and next of kin in the event of emergency, or with regard to academic issues, such as credit conversion, learning agreement, and exchange/visiting period change, health and security issue.
- Therefore, I agree to select and utilize appropriate and ongoing communication links with a designated program manager/coordinator at my university/institution, my family and other support structure.

❖ HEALTH AND MEDICAL ISSUES

- I understand that study/travel abroad may expose me to certain conditions, diseases or illnesses. I have or will have acquired all immunizations recommended and all other inoculations necessary for safe living in Indonesia.
- I will secure health insurance on my own in preparation for the program and I also understand that UMB is not obligated to pay for medical treatment or hospital care in Indonesia during my participation in the program, or to attend to my medical or medication needs.
- I also certify that I am medically in general, or emotionally in particular, able and capable to participate in the program, in the activities associated with the program and in the travel incident to the program.

❖ SAFETY ISSUES

- I understand that there are potential safety risks associated with the program and travel incident thereto and that UMB is not responsible for such risks or injuries, damages or loss caused by them.
- I agree that UMB shall not be liable for such injuries, damages or loss except as may be caused by the gross negligence or willful misconduct of the employees, officials of UMB.
- I understand that neither UMB, any faculty member nor any other UMB representative is responsible for any injuries, loss or damage I may suffer when I am traveling independently or am otherwise separated or absent from any UMB-supervised activities even if a faculty member or other UMB representative accompanies me in any independent travel or activity not sponsored by or affiliated with UMB.



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❖ ACKNOWLEDGEMENT OF MY RESPONSIBILITY AND ASSUMPTION OF RISK

- I fully accept this possibility of risks and assume all risks associated with this program. I therefore agree to release, hold harmless, discharge and indemnify, the UMB Board of Trustees, UMB academic and administrative staff, and volunteers from any present or future liability, claim or demand that may be asserted in connection with (a) emergencies, accidents, illnesses, injuries or other consequences or events arising from my participation in the program, (b) any cause, event or occurrence beyond the direct control of UMB including, but not limited to, natural disasters, wars, social unrest, terrorist acts, and (c) events or occurrences caused by my behavior or conduct while participating in the program or traveling.
- Further, I understand and agree that this acknowledgement, discharge, hold harmless agreement, release, indemnification and assumption of risk shall be binding on me, members of my family, my executors and administrators and my personal representatives .

❖ VOLUNTARY ACKNOWLEDGEMENT

- I represent that my agreement to the provisions herein is wholly voluntary, and further understand that, prior to signing this agreement I have the right to consult with the study abroad program manager, advisor, or counselor of my choice.

I have carefully read, understand and fully agree with this agreement. This agreement represents my complete understanding with UMB concerning UMB's responsibility and liability for my participation in the program. This agreement supersedes any previous or contemporaneous understandings I may have had with UMB, whether oral or written.

Printed Name: Student

Printed Name: Advisor/Program Manager of Sending Institution

Signature :Student

Signature: Student Advisor/Program Manager of Sending Institution

Date

Date