

BRIGHT LIGHT VOLUNTEERS

MAKE THE WORLD A BRIGHTER PLACE!



PARTICIPANT ENROLLMENT PACKET

Welcome to an incredible adventure in global service learning and citizenship!



By signing up to be a Bright Light Volunteer, you have taken the first step in becoming a global ambassador! At Bright Light Volunteers, our mission is to make the **WORLD** a **BRIGHTER** place by providing educational service opportunities that foster the development of global leaders and citizens. We bring long-term sustainable change to the lives and communities of those we work with. We bring people together because we believe we can teach and learn from one another as we embrace new and different cultures and shape lives, including our own!

Our volunteer excursions are customized for your group. We work closely with you and your group's program coordinator to ensure all of your group's goals are met, in accordance with our vision and mission of making the **WORLD** a **BRIGHTER** place!

For more information on Bright Light Volunteers, please visit www.brightlightvolunteers.org, or email info@brightlightvolunteers.org, and a staff member will answer your questions!





GETTING STARTED

- ~9 MONTHS PRIOR TO DEPARTURE
 - Request a quote for the program of interest. The program donations quoted on the website are estimates only.
 - Once you receive an official quote from Bright Light Volunteers, you and your group members have 30 days to enroll.

- ~8 MONTHS PRIOR TO DEPARTURE
 - Enroll your group!
 - Each individual member of your group must complete the attached Bright Light Volunteers Enrollment Packet.
 - All enrollment packets should be returned via email to enroll@brightlightvolunteers.org 8-9 months prior to travel.
 - Each member of your group must submit a non-refundable, \$500 deposit along with their enrollment packet.
 - How to make payments:
 1. Online: Individual participants may visit the Bright Light Volunteers website and click the DONATE button. **Be sure to include the participant's name, school or organizational affiliation, and the program dates and destination.** Debit cards are the preferred method of payment. Credit cards may be accepted for an additional fee.
 2. Mail: Individual participants may write and mail checks or money orders to Bright Light Volunteers, International. Be sure to include the participant's name, school or organizational affiliation, and the program destination.
 3. In Person: Individual participants may pay their group's program coordinator with cash, check, or money order.
 - Once your Enrollment Packet and non-refundable, \$500 deposits have been received, your group is officially enrolled.

- ~120 DAYS PRIOR TO DEPARTURE
 - 1/3 of remaining balance is due to Bright Light Volunteers.*

- ~90 DAYS
 - 2/3 of remaining balance must be submitted to Bright Light Volunteers.
 - You must have/obtain a valid U.S. Passport in order to travel and provide a copy to BLV.
 - You must have/obtain health insurance prior to departure, in addition to the policy provided by BLV, and provide a copy to BLV.
 - You must have/obtain a travel visa / permit, if applicable, and provide a copy to BLV. If documentation is necessary from BLV, we will provide it.



- ~60 DAYS PRIOR TO DEPARTURE

- 100% of remaining balance must be submitted to Bright Light Volunteers.**
 - The program donation includes the following:
 - All ground transportation
 - Meals in country (breakfast, lunch, dinner)
 - All accommodations
 - Potable drinking water
 - All cultural activities
 - Supplemental medical insurance and emergency evacuation insurance
 - All service related expenses
 - 24-hour state-side assistance
 - The program donation does not include:
 - Trip cancellation insurance
 - The cost of a passport, visa, or immunizations
 - Airfare
- You must share your flight plan with BLV. All group members must travel on the same flight to facilitate efficient airport transfers.
- Begin the enrollment process at Bethel University: An opportunity to earn college credit and/or a Global Citizenship Certificate is *included* in the program and requires a separate registration/payment process***

- ~30 DAYS PRIOR TO DEPARTURE

- Pay Bethel University Tuition***
- Enroll in GST 140***
- Prepare for travel

*After receiving the initial deposit, a payment schedule other than stated above *may* be created and customized based on your groups' circumstances.

Bright Light Volunteers is a 501(c)(3) tax exempt charity. Your payment for this program is considered a charitable donation and can be applied to your tax return.*See final pages of this document.



Registration Form

Program Destination:	
Program Dates:	
School/Organization Name:	

Participant Information:

Full Name (First, Middle, Last): _____

Preferred name/ nickname: _____

Date of Birth: ____/____/____ Gender: _____ T-shirt size? (S- XXXL) _____

Passport #: _____ Issue Date: _____ Expiration Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Email address: _____

Dietary restrictions or food allergies: _____

Why do you want to participate in a BLV program? _____

Parent/Guardian Information (If under 18):

Guardians' Name(s): _____

Cell Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Email address: _____

Emergency Contact Info:

Name: _____

Cell Phone: (____) _____ - _____ Email Address: _____



PARTICIPATION CONTRACT (1 OF 2)

Please read this document carefully. Each Bright Light Volunteers' program participant and his/her parent/guardian must sign this document before the program begins. Without all of the appropriate signatures, the individual will not be permitted to participate in the program.

Agreement

I understand that my participation in a Bright Light Volunteers service program is an opportunity for me to broaden my understanding of the world. Through my participation I will continue to develop cross-cultural awareness and understanding, and I will act to promote positive change in our global community. I understand the following rules and expectations of this program:

Rules and Expectations

1. Participant agrees to adhere, and abide by, all of Bright Light Volunteers' policies and procedures.
2. Participants are to conduct themselves in a manner that does not disrupt or interfere with the program or jeopardize the safety of self or others.
3. Participant agrees to abide by all the laws, rules, regulations and policies of the host country, community or any organization involved with this program.
4. Participant agrees and understands that their participation in this program may be terminated at any time if they should engage in conduct that is harmful to themselves or others, jeopardizes the success of the program or violates the rules and regulations of Bright Light Volunteers and its community partners.
5. All participants must stay with the group. Wandering off without permission from both the On-site Coordinator and the Program Leader will result in dismissal from the program and the participant will be sent home at their own expense.
6. Participants will respect the culture and belief systems of the host community.
7. Participant agrees and understands that if they are terminated from the program that they would be fully responsible for any and all costs connected to returning them to their point of origin. Furthermore, they agree and understand that they will not be eligible for any program refunds due to the termination.



PARTICIPATION CONTRACT (2 OF 2)

Commitment of Participants

I understand that an enjoyable and worthwhile program depends on my active and enthusiastic participation. I will follow all the rules and understand that breaking these rules will result in dismissal from the program and that I will be sent home at my own expense. I make the commitment to make this opportunity a great personal learning experience and contribute to the cause of helping others.

Printed Participant Name

Signature / Date

Commitment of Parents (If participant is under 18)

By signing your name, you are acknowledging that you understand, accept, and agree to the above agreements that your child has made with Bright Light Volunteers.

Printed Parent/Guardian Name (If participant is under 18)

Signature / Date



RELEASE OF LIABILITY FOR INTERNATIONAL TRAVEL

I, the person signing this Release Agreement, now voluntarily enters into this Release Agreement ("Release") with Bright Light Volunteers. Bright Light Volunteers is a not for profit, charitable organization formed under Section 501(c)3 of the US I.R.C. that is committed to international student volunteering, uniting people and cultures through positive, sustainable change. We bring people together for the better because we believe we can teach and learn from one another We are dedicated the mission "bringing the world closer together, and making the world a brighter place." Bright Light Volunteers seeks to reach these goals through its programs in different countries throughout the world.

In order for Bright Light Volunteers to permit me to participate in the Program, I enter into this Agreement. In consideration of Bright Light Volunteers allowing me to participate in the Program, which I agree is full and adequate consideration, I now enter into this Release Agreement, fully intending that I will be legally bound by it.

I now agree on behalf of myself and my heirs, assigns, personal representative, and estate to expressly release and defend, discharge, and indemnify Bright Light Volunteers (its employees, officers, directors, agents, board members, volunteers, affiliates [including Bethel University], subsidiaries and assigns) for and from any personal injury or property damage related to or occurring as the result of my participation in the Program, or while traveling to and from the Program site. I further represent that I am 18 years of age or older, have the authority to execute this Agreement, and that I am not under guardianship, conservatorship or any other legal authority.

I recognize that the Program involves risks, both known and inherent risks and unknown or unanticipated risks. My participation in the Program could result in damage to or loss of my personal property and serious physical or emotional injury to me, up to and including death. These risks include but are not limited to risks involved in air and ground transportation, differences in living conditions, diet, water quality, pollution, climate, political stability, and crime control. I will experience a different cultural environment while traveling in the course of the Program, which may include different cultural stereotypes or expectations, sexual harassment, or other uncomfortable situations. While representatives of Bright Light Volunteers will make reasonable efforts under the circumstances to respond to any of my health care and personal safety needs, I understand that any care or protection provided may differ significantly from care or protection available in the United States. Other risks are described by the U.S. Department of State at: http://travel.state.gov/travel/cis_pa_tw/cis/cis_1127.html.

All of these risks are listed as examples and I understand that listing these examples is not a limitation of the potential hazards. Bright Light Volunteers has not attempted to include an exhaustive list of the risks which I may encounter while participating in the Program. Knowing this, it is my intention for this Release to be interpreted as broadly as the law permits in favor of Bright Light Volunteers regardless of whether any particular risk which may result in an injury to me is specifically listed in this agreement.

If Bright Light Volunteers or anyone acting on its behalf incurs attorney's fees and costs to enforce this agreement, I agree to pay those attorney fees, and to indemnify them from all such fees and costs. If any provision is found to be unenforceable or invalid, all of the other terms and provisions of this Release shall remain in full force and effect.

I certify that I have insurance to cover injury or damage I may cause or suffer while participating in the Program, or else I agree to bear the cost of such injury or damage myself. I further certify that I have no medical, physical, emotional conditions, which could interfere with or compromise my safety during the course of the program, or else I am willing to assume and bear the cost of all risks that may be created directly or indirectly by any such conditions.

This Release is a contract with legal consequences. By signing this document, I acknowledge that if personal injury or property damage occurs during participation in this Program, I may be found by a court of law to have waived my rights and any rights of my heirs, assigns, personal representative, and estate to maintain a lawsuit against Bright Light Volunteers on the basis of the claims I am releasing. I have had sufficient opportunity to read this document in its entirety. I understand this Release Agreement and I agree to be bound by its terms.

Printed Participant's Name	
Participant's Signature / Date	
Printed Guardian's Name (if participant is under 18)	
Guardian's Signature / Date	



DRUG AND ALCOHOL POLICIES (1 OF 3)

Bright Light Volunteers is a not for profit, charitable organization formed under Section 501(c)(3) of the US I.R.C. that is committed to international student volunteering, uniting people and cultures through positive, sustainable change. We bring people together for the better because we believe we can teach and learn from one another. We are dedicated the mission “bringing the world closer together, and making the world a brighter place.” Each participant is required to read and sign this Drug and Alcohol Policy before participating in a program.

As a participant in a Bright Light service program, I understand that I am serving as an ambassador for Bright Light and for our home community. Therefore, I am expected to abide by the laws, regulations, and customs of the host country, community, institution, and program. I will conduct myself in a responsible and mature manner at all times.

Alcohol Use

Although there may be no minimum drinking age in the host country, the customs regarding alcohol use may be very different from the ones in the United States. I am aware of the following circumstances that might tempt me to misuse alcohol while abroad: a mistaken impression of how alcohol is used in your new surroundings; cheaper costs in some countries; a lower minimum drinking age; more lenient laws against drunkenness; or a desire to experiment or fit in.

However, during my orientation I was well informed that alcohol misuse and abuse is not acceptable anywhere in the world and will not be tolerated on a Bright Light Volunteers service program. Violation of local laws and/or BLV policies related to alcohol use will result in:

- Parental notification and university/school notification
- Possible dismissal from the program, at participant’s expense

Drug Use

(Adapted from the U.S. Department of State's Travel Warning on Drugs Abroad)

See <http://www.state.gov/r/pa/prs/ps/2008/feb/101133.htm> Also, www.travel.state.gov

Bright Light has a zero-tolerance policy regarding the possession, use, manufacture, production, sale, exchange or distribution of illegal drugs by participants in the Bright Light service programs, including, but not limited to, the BU Global Service Learning Program. Violation of this policy will result in:

- Parental and university/school notification
- Immediate dismissal from the program, at participant’s expense
- Academic withdrawal from the University for the semester in progress, if applicable



DRUG AND ALCOHOL POLICIES (2 OF 3)

NOTE: Each year several thousand Americans are arrested overseas. Many of the arrests are on drug-related charges. If you choose to use illegal drugs abroad, there is very little that anyone at Bright Light Volunteers, our educational partner, Bethel University, or the US Government can do to help you if you are arrested.

You are operating under the laws of the host country and the regulations of the local institution. Neither the U.S. government nor the home institution will be able to secure your release should you be arrested. It is your responsibility to know the drug laws of a foreign country before you go. Some laws may be applied more strictly to foreigners than to local citizens; therefore, do not assume that just because local people are using drugs, it's acceptable for you to use drugs.

Here is what the U.S. Consulate CAN and CANNOT do if you are arrested on drug charges:

The U.S. Consular Office **CAN**:

- visit you in jail after being notified of your arrest
- give you a list of local attorneys (The U.S. Government cannot assume responsibility for the professional ability or integrity of these individuals or recommend a particular attorney)
- notify your family and/or friends and relay requests for money or other aid - but only with your authorization
- intercede with local authorities to make sure that your rights under local laws are fully observed and that you are treated humanely, according to internationally accepted standards
- protest mistreatment or abuse to the appropriate authorities

The U.S. Consular Office **CANNOT**:

- demand your immediate release or get you out of jail or the country
- represent you at trial or give legal counsel
- pay legal fees and/or fines with U.S. government funds

If you are caught using illegal drugs by a BLV program leader, you will be immediately dismissed from the service program. You will be sent home at your own expense. If you are caught by local authorities, it could mean:

- interrogation and delays before trial, including mistreatment and solitary confinement for up to one year under very primitive conditions
- lengthy trials conducted in a foreign language, with delays and postponements



DRUG AND ALCOHOL POLICIES (3 OF 3)

- weeks, months or life in prison (some places include hard labor, heavy fines, and/or lashings), if found guilty
- death penalty in a growing number of countries (e.g., Malaysia, Pakistan, and Turkey)

Although drug laws vary from country to country, it is important to realize before you make the mistake of getting involved with drugs that foreign countries do not react lightly to drug offenders. In some countries, anyone who is caught with even a very small quantity for personal use may be tried and receive the same sentence as the large-scale trafficker.

- Once you leave the United States you are not covered by U.S. laws and constitutional rights.
- Bail is not granted in many countries when drugs are involved.

The burden of proof in many countries is on the accused to prove his/her innocence.

- In some countries, evidence obtained illegally by local authorities may be admissible in court.
- Few countries offer drug offenders jury trials or even require the prisoner's presence at trial.
- Many countries have mandatory prison sentences of seven years to life without the possibility of parole.

I have read these Alcohol and Drug Policies and agree to comply and support these regulations with full understanding that disciplinary actions will be made against me should I choose to violate this contract including possible dismissal from the program including required immediate return home at my own cost; academic withdrawal from the college for the semester in progress; and disciplinary action upon return to campus/school. I have been informed of the possible hazards and legal consequences of alcohol and drug consumption and the tendency for some students to engage in such behavior during international or domestic academic traveling programs.

Printed Participant's Name	
Participant's Signature / Date	
Printed Guardian's Name (if participant is under 18)	
Guardian's Signature / Date	



HORSEBACK RIDING WAIVER (1 OF 2)

Bright Light Volunteers, also known as Bright Light Volunteers International, is a not for profit, charitable organization formed under Section 501(c)3 of the US I.R.C. that is committed to international student volunteering, uniting people and cultures through positive, sustainable change. We bring people together for the better because we believe we can teach and learn from one another. We are dedicated the mission "bringing the world closer together, and making the world a brighter place." Bright Light Volunteers, a charitable organization, is not responsible for risk of loss to the person and property of the volunteers who choose the optional horse riding during the program. Additionally, there is an unknown amount of inherent risk in horse riding during the programs.

LIABILITY WAIVER / RISK ACKNOWLEDGEMENT / RELEASE / INDEMNITY/ PARENTAL CONSENT

I/my child understand that participation in horse riding during the program could involve risk of physical injury, illness, death or property loss, including, but not limited to, the risks listed herein.

In consideration of the option to participate in horse riding, with full knowledge that there is risk involved in horse riding, and in acceptance of all risks associated with horse riding during the trip; and with full understanding of the above issues/conditions and risks, I/my child hereby waive, release, indemnify and hold harmless Bright Light Volunteers, its staff, employees, officers, volunteers, and agents from any and all form and manner and type of risks inherent in horse riding during the trip, and release, indemnify and hold harmless Bright Light Volunteers from all liability from all claims, suits and demands of any nature arising from horse riding during the trip, and this agreement is subject to mandatory arbitration in Dallas, Texas.

By your signature on this form, you and/or your parent consent and opt to participate in horse riding during the program, and agree to the all of the words and provisions of this document.

Some of the inherent risks of horse riding, include, but are not limited to, the following:

- a. Bites, kicks, abrasions or contusions from horses;
- b. Scratches or other injury from stalls, enclosures, or other objects, devices, or equipment;
- c. Allergic reactions to animals, hay, or other allergens;
- d. Tripping in holes or on materials or equipment;
- e. Slipping, falling, or otherwise being injured on the ground, which can be slippery, muddy, wet, or contain other hazards.

I/we hereby specifically forever waive and release Bright Light Volunteers International, and all its principals and agents from any liability for injury arising out of riding horses, working with horses, participating in activities with horses during the program.



HORSEBACK RIDING WAIVER (2 OF 2)

By signing this agreement, I/we acknowledge that there will be no nurse nor medical personnel present while the horse riding activities occur, and I consent to same

I/we agree to indemnify, save and hold harmless Bright Light Volunteers International and its principals and agents from and against any and all loss, liability, damage, attorney fees, and costs that I may incur arising out of, or in any way connected with, my presence or riding of horses during my program.

By signing this Agreement, I/we hereby acknowledge my complete understanding, agreement, and consent to riding horses, presence with horses, and participating in any and all activities with horses, while participating in a service project with Bright Light Volunteers international, and I/we fully agree to this Agreement and all its words, clauses, paragraphs, terms of the disclosures, waivers, releases, and indemnities contained herein.

If I/we are present at and participate in any activity in any way associated with horse riding and/or horses, I/we do so at our own risk, and I/we hereby acknowledge and agree that Bright Light Volunteers, and/or its principals, agents, staff shall have no responsibility or risk arising from such participation in such activities. I/we have signed this agreement with full understanding and agreement to all of the foregoing.

Printed Participant's Name	
Participant's Signature / Date	
Printed Guardian's Name / Date (if participant is under 18)	
Guardian's Signature / Date	



MEDICAL HISTORY AND HEALTH CARE AGENT FORM (1 OF 3)

Each Bright Light Volunteers' program participant or parent/legal guardian (if under 18) must complete this Medical History Form before the volunteer will be allowed to participate in program activities. All medical information obtained is voluntary, but it may be necessary to be provided to a medical service provider in case of a medical event in a foreign country. By providing this information, I give consent for representatives of Bright Light Volunteers to provide a copy of this form to a medical service provider, if and when necessary during my time with the program.

Participant Name	
Date of Birth	

Explain any “YES” answers on the next page.

Have you had a medical illness or injury since your last check-up/physical?	Y	N
Have you ever passed out during or after physical activity?	Y	N
Have you ever had chest pain or difficulty breathing during or after physical activity?	Y	N
Have you ever experienced racing of your heart or a feeling of skipped or irregular heartbeats?	Y	N
Has a physician ever restricted your participation in sports for any heart/lung related problems?	Y	N
Have you been diagnosed with Epilepsy or have you ever had a seizure?	Y	N
Do you have Diabetes? Insulin dependent?	Y	N
Are you under a physician's care for any acute or chronic condition or physical or mental illness?	Y	N
Are you currently taking any prescription or non-prescription medications or inhalers?	Y	N
Do you have <u>any</u> allergies? (Seasonal, drug, food, environmental, insect, skin, etc.)	Y	N
Do you have asthma? Do you or have you required the use of an inhaler?	Y	N
Have you ever required the use of an Epinephrine Auto-Injector (Epi-Pen)?	Y	N



MEDICAL HISTORY AND HEALTH CARE AGENT FORM (2 OF 3)

Note: If you have ever used an inhaler for any reason, even if you have not used it recently, you should bring it with you on the trip for your safety as being in a different climate/country may exacerbate your condition requiring the use of your inhaler.

Please explain any “yes” answers on the previous page. Additional written clearance may be required from physician or nurse practitioner prior to departure.

Please list/explain any other medical issues of which program coordinators should be aware.



MEDICAL HISTORY AND HEALTH CARE AGENT FORM (3 OF 3)

Please list all prescription and over-the-counter medications that you are taking and/or will be bringing on the program, including inhalers and Auto-Injector Epinephrine Pens. Note: All prescription and over-the-counter medications that you are bringing with you must be in the original, properly-labeled bottles.

Name of Medication	Dosage	Frequency	Prescribed for?

I hereby state that, to the best of my knowledge, my answers to the above questions are complete and correct.

By signing below, I give my permission for representatives of Bright Light Volunteers to act as my health care agent in the event that an emergency arises, no other agent is available, and I cannot make healthcare decisions for myself.

Printed Participant's Name	
Participant's Signature / Date	
Printed Guardian's Name (if participant is under 18)	
Guardian's Signature / Date	



RELEASE FOR USE OF IMAGES

I hereby give my consent to Bright Light Volunteers to photograph, film, videotape and then use, reproduce, and publish said images of me for promotional purposes.

I agree that photographs/negatives, film, or videotapes thereof shall constitute the sole property of Bright Light Volunteers, with full right of disposition in any manner whatsoever, including the right to publish on our website (<https://www.brightlightvolunteers.org>).

I hereby release Bright Light Volunteers and its legal representatives and assigns from any and all claims whatsoever in connection with the use, reproduction, publication of the images thereof.

Printed Participant's Name	
Participant's Signature / Date	
Printed Guardian's Name (if participant is under 18)	
Guardian's Signature / Date	



TRAVEL INSURANCE AND REFUND POLICY

Bright Light Volunteers strives to offer the highest quality of services and opportunities to each and every one of our participant volunteers. We understand that the need to cancel your program might arise, due to unforeseen circumstances. However, due to the nature of global community service project funding, the refund you may receive upon cancellation depends on many factors, including the notification timeframe and the ability to retrieve funding which has already been spent on reservations, service supplies, and administrative costs.

All of Bright Light Volunteers' service programs qualify for travel cancellation insurance through many third-party insurers. There are many reasons to insure your global service learning program, and it is recommended that you find an insurer that will meet your needs as soon as possible.

Please read and check one:

_____ I plan to insure my BLV global service learning experience with a third-party carrier (please forward policy to stacie@brightlightvolunteers.org).

_____ I do not plan to insure my BLV global service learning experience and therefore understand that *I may or may not be refunded* the amount I have invested in the experience.

Please read and initial:

_____ I understand that multiple forms of third party, travel cancellation insurance are available through the provider of my choice.

_____ I understand that should I cancel my global service learning experience with BLV, without travel cancellation insurance, *I may or may not be refunded* the cost of the program (airfare, program contribution, supplemental health / emergency evacuation insurance).

Printed Participant's Name	
Participant's Signature / Date	
Printed Guardian's Name (if participant is under 18)	
Guardian's Signature / Date	



**GST 140 GLOBAL SERVICE LEARNING AND CITIZENSHIP
EARNING COLLEGE CREDIT AND/OR A CERTIFICATE OF GLOBAL CITIZENSHIP**

Bright Light Volunteers, in partnership with Bethel University, uses a methodology called 'global service-learning' which combines international community service with experiential and online learning. This approach has proven to create culturally aware, global leaders and citizens who understand their place in the world and their ability to effect change both at home and abroad. On post-GSLC surveys, 100% of our high school participants report that they have a deeper knowledge of the interconnections between the United States and the rest of the world. They also report having a better understanding of and appreciation for other people and cultures as a result of their GSLC experience. Through this innovative program, participants will:

- Enroll in a five week, online course, GST 140 Global Service Learning and Citizenship (GSLC), through Bethel University, for three, transferable, credit hours. With guidance from UNESCO global citizenship education, the GSLC course equips participants with the broad knowledge and functional skills necessary to become culturally competent, global citizens and leaders. Via the online course, participants gain exposure to the history and culture of the host country, preparing them well for the experience of cultural immersion and exchange. Participants improve their understanding and critical thinking about global issues and the interconnectedness of different countries and populations. They become familiar with UN Global Goals and develop an understanding of how their service supports the development of a more peaceful and sustainable world. .
- In addition to the online course work, in-country lectures, small group discussions, and reflection activities are implemented to facilitate deep learning among our participants. Reflective activities include focused journaling and discussions with trained BLV/BU staff about program projects, accomplishments, challenges, cultural differences, community impact, sustainability issues, and personal/professional growth.
- *The cost of tuition for the course is included in the program donation. However, there is a separate enrollment process (see information on the following pages)*



BETHEL UNIVERSITY

GST 140 GLOBAL SERVICE LEARNING AND CITIZENSHIP COURSE ENROLLMENT, PAYMENT, ACCESS INSTRUCTIONS (1 of 6)

Check here if you are new to Bethel AND currently a sophomore in high school (“rising junior”). Follow these instructions:

- Complete a BU Global Studies Application (FREE) by APRIL 1
 - Visit <https://www.bethelu.edu/buglobalstudies-highschool>
 - Complete the BU Global Service Learning and Citizenship Application
 - CHECK I WILL BE TAKING THIS COURSE FOR COLLEGE CREDIT
 - COMPLETE FORM
- Complete a Dual Enrollment application with BU (FREE) by APRIL 1
 - Visit <http://dualenrollment.bethelu.edu>
 - Apply Now
 - Create New Account
 - Follow instructions
- Submit transcripts
 - Must be official, from your school’s Guidance Counselor, 4.0 scale
 - Email transcripts to houstonk@bethelu.edu
- Pay tuition
 - Balance for the course is due no later than MAY 1
 - See attached tuition schedule
 - TN residents only: Complete an application with TSAC for the Dual Enrollment Grant by APRIL 1 <http://www.tn.gov/collegepays/article/tsac-student-portal>
 - Pay tuition by credit or debit by phone (731) 352-6936
 - Pay tuition by mail with a check or money order
 - Bethel University Business Office
 - 325 Cherry Avenue
 - McKenzie, TN 38201
 - Include your student’s name, program destination, and the course number (GST 140)
- Course Enrollment
 - Once you have completed the application and paid tuition, you will be enrolled in GST 140. GST 140 is a 4-5 week course, housed entirely online.
- Access the Course:
 - Once accepted at BU, you will be assigned a BU email address. Instructions for accessing your new account will be emailed *and* mailed to you. If you have problems logging in, the BU IT Help Desk can assist. 731-352-4040.
 - You will find an invitation in your BU inbox to join the course on Canvas, our online learning platform.
 - Accept the invite and log in. If you have problems logging into Canvas, click CHANGE PASSWORD then proceed. If you continue to have problems, the Canvas Help Desk can assist. 1-844-702-5217.
 - Complete assignments on Canvas prior to travel.
 - You are responsible for making sure your Global Studies credit will transfer to the university you will attend. Transcripts from Bethel will be available to you online at <https://iwantmytranscript.com/bethelu>



BETHEL UNIVERSITY

**GST 140 GLOBAL SERVICE LEARNING AND CITIZENSHIP
COURSE ENROLLMENT, PAYMENT, ACCESS INSTRUCTIONS (2 of 6)**

Check here if you are a currently a junior in high school (“rising senior”) AND already enrolled in Dual Enrollment at BU. Follow these instructions:

- Complete a Global Service Learning Application with BU (FREE) by APRIL 1
 - Visit <https://www.bethelu.edu/buglobalstudies-highschool>
 - Complete the BU Global Service Learning and Citizenship Application
 - CHECK I WILL BE TAKING THIS COURSE FOR COLLEGE CREDIT
 - COMPLETE FORM
- Pay tuition
 - Balance for the course is due no later than MAY 1
 - See attached tuition schedule
 - TN residents only: Check your Dual Enrollment Grant availability to determine tuition (see attached schedule)
 - Pay tuition by phone with a credit or debit card (731) 352-6936
 - Pay tuition by mail with a check or money order
 - Bethel University Business Office
 - 325 Cherry Avenue
 - McKenzie, TN 38201
 - Include your student’s name, program dates, program destination, and the course number (GST 140)
- Course Enrollment
 - Once you have completed the application and paid tuition, you will be enrolled in GST 140. GST 140 is a 4-5 week course, housed entirely online.
- Access the Course:
 - Once accepted at BU, you will be assigned a BU email address. Instructions for accessing your new account will be emailed and mailed to you. If you have problems logging in, the BU IT Help Desk can assist. 731-352-4040.
 - You will find an invitation in your BU inbox to join the course on Canvas, our online learning platform.
 - Accept the invite and log in. If you have problems logging into Canvas, click CHANGE PASSWORD then proceed. If you continue to have problems, the Canvas Help Desk can assist. 1-844-702-5217.
 - Complete assignments on Canvas prior to travel.
 - You are responsible for making sure your Global Studies credit will transfer to the university you will attend. Transcripts from Bethel will be available to you online at <https://iwantmytranscript.com/bethelu>



BETHEL UNIVERSITY

GST 140 GLOBAL SERVICE LEARNING AND CITIZENSHIP COURSE ENROLLMENT, PAYMENT, ACCESS INSTRUCTIONS (3 of 6)

Check here if you are a currently a junior in high school (“rising senior”) NOT already enrolled in Dual Enrollment at BU. Follow these instructions:

- Complete a Global Service Learning and Citizenship Application with BU (FREE) by APRIL 1
 - Visit <https://www.bethelu.edu/buglobalstudies-highschool>
 - Complete the BU Global Service Learning and Citizenship Application
 - CHECK I WILL BE TAKING THIS COURSE FOR COLLEGE CREDIT
 - COMPLETE FORM
- Complete a Dual Enrollment application with BU (FREE) by APRIL 1
 - Visit <http://dualenrollment.bethelu.edu>
 - Apply Now
 - Create New Account
 - Type of Application = Dual Enrollment
 - Plan to Attend = Summer 2019
- Submit transcripts and ACT scores
 - Must be official, from your school’s Guidance Counselor, GPA on a 4.0 scale
 - Email transcripts to houstonk@bethelu.edu
- Pay tuition
 - Balance for the course is due no later than MAY 1
 - See attached tuition schedule
 - TN residents only: Complete an application with TSAC for the Dual Enrollment Grant by APRIL 1 <http://www.tn.gov/collegepays/article/tsac-student-portal>
 - Pay tuition by credit or debit by phone (731) 352-6936
 - Pay tuition by mail with a check or money order
 - Bethel University Business Office
 - 325 Cherry Avenue
 - McKenzie, TN 38201
 - Include your student’s name, program dates, program destination, and the course number (GST 140)
- Course Enrollment
 - Once you have completed the application and paid tuition, you will be enrolled in GST 140. GST 140 is a 4-5 week course, housed entirely online.
- Access the Course:
 - Once accepted at BU, you will be assigned a BU email address. Instructions for accessing your new account will be emailed and mailed to you. If you have problems logging in, the BU IT Help Desk can assist. 731-352-4040.
 - You will find an invitation in your BU inbox to join the course on Canvas, our online learning platform.
 - Accept the invite and log in. If you have problems logging into Canvas, click CHANGE PASSWORD then proceed. If you continue to have problems, the Canvas Help Desk can assist. 1-844-702-5217.
 - Complete assignments on Canvas prior to travel.
 - You are responsible for making sure your Global Studies credit will transfer to the university you will attend. Transcripts from Bethel will be available to you online at <https://iwantmytranscript.com/bethelu>



BETHEL UNIVERSITY

**GST 140 GLOBAL SERVICE LEARNING AND CITIZENSHIP
COURSE ENROLLMENT, PAYMENT, ACCESS INSTRUCTIONS (4 of 6)**

Check here if you are a currently a senior in high school (“graduating senior”) AND want credit for Global Service Learning and Citizenship at BU. Follow these instructions:

- Apply to BU as a traditional student (SMALL FEE) by APRIL 1.
 - Visit <https://eportal.bethelu.edu/studentapplication/>
 - If you do not intend to enroll at BU in the fall, you will enroll as a transient student. You do NOT need to submit transcripts or ACT scores.
 - If you do intent to enroll at BU in the fall, you have likely already navigated this process. Simply see your adviser to enroll in the course.
- Pay Tuition
 - Balance for the course is due no later than MAY 1
 - See attached tuition schedule
 - Pay tuition by credit or debit by phone (731) 352-6936
 - Pay tuition by mail with a check or money order
 - Bethel University Business Office
 - 325 Cherry Avenue
 - McKenzie, TN 38201
 - Include your student’s name, program dates, program destination, and the course number (GST 140)
- Course Enrollment
 - Once you have completed the application and paid tuition, you will be enrolled in GST 140. GST 140 is a 4-5 week course, housed entirely online.
- Access the Course:
 - Once accepted at BU, you will be assigned a BU email address. Instructions for accessing your new account will be emailed and mailed to you. If you have problems logging in, the BU IT Help Desk can assist. 731-352-4040.
 - You will find an invitation in your BU inbox to join the course on Canvas, our online learning platform.
 - Accept the invite and log in. If you have problems logging into Canvas, click CHANGE PASSWORD then proceed. If you continue to have problems, the Canvas Help Desk can assist. 1-844-702-5217.
 - Complete assignments on Canvas prior to travel.
 - You are responsible for making sure your Global Studies credit will transfer to the university you will attend. Transcripts from Bethel will be available to you online at <https://iwantmytranscript.com/bethelu>



BETHEL UNIVERSITY

**GST 140 GLOBAL SERVICE LEARNING AND CITIZENSHIP
COURSE ENROLLMENT, PAYMENT, ACCESS INSTRUCTIONS (5 of 6)**

Check here if you are a currently a senior in high school ("graduating senior") AND do not want college credit for Global Service Learning and Citizenship at BU (AUDITOR). Follow these instructions:

- Complete a Global Service Learning application with BU (FREE) by APRIL 1
 - Visit <https://www.bethelu.edu/auditglobalstudies>
 - Complete the BU Global Service Learning and Citizenship Application
 - CHECK I WILL ONLY BE AUDITING THIS COURSE
 - COMPLETE FORM
- Pay tuition
 - Balance for the course is due no later than MAY 1
 - See attached tuition schedule
 - Pay tuition by phone with a credit or debit card (731) 352-6936
 - Pay tuition by mail with a check or money order
 - Bethel University Business Office
 - 325 Cherry Avenue
 - McKenzie, TN 38201
 - Include your student's name, program dates, program destination, and the course number (GST 140)
- Course Enrollment
 - Once you have completed the application and paid tuition, you will be enrolled in GST 140 as an auditor. GST 140 is a 4-5 week course, housed entirely online.
- Access the Course:
 - Once accepted at BU, you will be assigned a BU email address. Instructions for accessing your new account will be emailed and mailed to you. If you have problems logging in, the BU IT Help Desk can assist. 731-352-4040.
 - You will find an invitation in your BU inbox to join the course on Canvas, our online learning platform.
 - Accept the invite and log in. If you have problems logging into Canvas, click CHANGE PASSWORD then proceed. If you continue to have problems, the Canvas Help Desk can assist. 1-844-702-5217.
 - Complete assignments on Canvas prior to travel and earn a Certificate of Global Citizenship.



BETHEL UNIVERSITY

**GST 140 GLOBAL SERVICE LEARNING AND CITIZENSHIP
COURSE ENROLLMENT, PAYMENT, ACCESS INSTRUCTIONS (6 of 6)**

Check here if you are a PARENT, FACULTY MEMBER, or STAFF MEMBER (AUDITOR).

Follow these instructions:

- Complete a Global Service Learning application with BU (FREE) by APRIL 1
 - Visit <https://www.bethelu.edu/auditglobalstudies>
 - Complete the BU Global Service Learning and Citizenship Application
 - CHECK I WILL ONLY BE AUDITING THIS COURSE
 - COMPLETE FORM
- Pay tuition
 - Balance for the course is due no later than MAY 1
 - See attached tuition schedule
 - Pay tuition by phone with a credit or debit card (731) 352-6936
 - Pay tuition by mail with a check or money order
 - Bethel University Business Office
 - 325 Cherry Avenue
 - McKenzie, TN 38201
 - Include your student's name, program dates, program destination, and the course number (GST 140)
- Course Enrollment
 - Once you have completed the application and paid tuition, you will be enrolled in GST 140 as an auditor. GST 140 is a 4-5 week course, housed entirely online.
- Access the Course:
 - Once accepted at BU, you will be assigned a BU email address. Instructions for accessing your new account will be emailed and mailed to you. If you have problems logging in, the BU IT Help Desk can assist. 731-352-4040.
 - You will find an invitation in your BU inbox to join the course on Canvas, our online learning platform.
 - Accept the invite and log in. If you have problems logging into Canvas, click CHANGE PASSWORD then proceed. If you continue to have problems, the Canvas Help Desk can assist. 1-844-702-5217.
 - Complete assignments on Canvas prior to travel and earn a Certificate of Global Citizenship.



Bethel University
GST 140 Global Service Learning and Citizenship

Discounted, Summer, Tuition Rates for Bright Light Volunteers

<i>Rising</i> , Tennessee, high school juniors and seniors, eligible for TSAC Dual Enrollment Grant	\$50 Canvas fee
<i>Rising</i> , Tennessee, high school juniors and seniors, ineligible for TSAC Dual Enrollment Grant	\$300 + \$50 Canvas fee
Auditing fee for Global Citizenship Certificate	\$300 + \$50 Canvas fee
<i>Graduating</i> Tennessee high school seniors and college students	\$693 + \$50 Canvas fee
<i>Rising</i> , out-of-State, high school juniors and seniors	\$500 + \$50 Canvas fee
<i>Graduating</i> , out-of-state, high school seniors and college students	\$693 + \$50 Canvas fee



BETHEL UNIVERSITY RELEASE OF LIABILITY (1 of 2)

I, the person signing this Release Agreement, now voluntarily enter into this Release Agreement ("Release") with Bethel University.

Bethel University, in conjunction with Bright Light Volunteers, is offering a Global Service-Learning and Citizenship Program which involves foreign and domestic travel (the Program) beginning _____, and scheduled to conclude on _____. I have voluntarily registered for the Program. I understand that my participation in the Program is voluntary and is not required to complete any degree program at Bethel University.

In order for Bethel University to permit me to participate in the Program, Bethel University requires that I enter into this Agreement. In consideration of Bethel University allowing me to participate in the Program, which I agree is full and adequate consideration, I now enter into this Release Agreement, fully intending that I will be legally bound by it.

I now agree on behalf of myself and my heirs, assigns, personal representative, and estate to expressly release and defend, discharge, and indemnify Bethel University (its employees, officers, directors, agents, board members, volunteers, affiliates, subsidiaries and assigns) for any personal injury or property damage related to or occurring as the result of my participation in the Program, or while traveling to and from the Program site. I further represent that I am 18 years of age or older, have the authority to execute this Agreement, and that I am not under guardianship, conservatorship or any other legal authority.

I recognize that the Program involves risks, both known and inherent risks and unknown or unanticipated risks. My participation in the Program could result in damage to or loss of my personal property and serious physical or emotional injury to me, up to and including death. These risks include but are not limited to risks involved in air and ground transportation, differences in living conditions, diet, water quality, pollution, climate, political stability, and crime control. I will experience a different cultural environment while traveling in the course of the Program, which may include different cultural stereotypes or expectations, sexual harassment, or other uncomfortable situations. While representatives of Bethel University will make reasonable efforts under the circumstances to respond to any of my health care and personal safety needs, I understand that any care or protection provided may differ significantly from care or protection available in the United States. Other risks are described by the U.S. Department of State at:
http://travel.state.gov/travel/cis_pa_tw/cis/cis_1127.html.

All of these risks are listed as examples and I understand that listing these examples is not a limitation of the potential hazards. Bethel University has not attempted to include an exhaustive list of the risks which I may encounter while participating in the Program. Knowing this, it is my intention for this Release to be interpreted as broadly as the law permits in favor of Bethel University regardless of whether any particular risk which may result in an injury to me is specifically listed in this agreement.



BETHEL UNIVERSITY RELEASE OF LIABILITY (2 of 2)

If Bethel University or anyone acting on its behalf incurs attorney's fees and costs to enforce this agreement, I agree to hold Bethel University or the party acting on its behalf harmless from, and to indemnify them for, all such fees and costs. I also agree that substantive Tennessee law (and not only conflict of law rules) rather than the law of any other state or jurisdiction shall be applied in any legal action involving the interpretation, validity and/or enforceability of this agreement. I agree that any legal action resulting from my participation in this program shall be brought only in Carroll County, Tennessee. Every term and provision of this Release is intended to be severable. If any provision is found to be unenforceable or invalid, all of the other terms and provisions of this Release shall remain in full force and effect.

I certify that I have insurance to cover injury or damage I may cause or suffer while participating in the Program, or else I agree to bear the cost of such injury or damage myself. I further certify that I have no medical, physical, emotional conditions, which could interfere with or compromise my safety during the course of the program, or else I am willing to assume and bear the cost of all risks that may be created directly or indirectly by any such conditions.

This Release is a contract with legal consequences. By signing this document, I acknowledge that if personal injury or property damage occurs during participation in this Program, I may be found by a court of law to have waived my rights and any rights of my heirs, assigns, personal representative, and estate to maintain a lawsuit against Bethel University on the basis of the claims I am releasing. I have had sufficient opportunity to read this document in its entirety. I understand this Release Agreement and I agree to be bound by its terms.

Printed Participant's Name	
Participant's Signature / Date	
Printed Guardian's Name (if participant is under 18)	
Guardian's Signature / Date	