

**2024 AGREEMENT: IMPORTANT INFORMATION (PLEASE READ CAREFULLY)**

We, the undersigned, are enclosing a \$700 Payment payable to Putney Student Travel, Inc. (hereafter "PST"), consisting of a \$200 non-refundable Application Fee and a \$500 Tuition Deposit. The \$500 Tuition Deposit is applied toward the applicant's tuition. If this application is submitted after March 15th, it must be accompanied by payment in full within five days of application. We acknowledge that PST, its employees, shareholders, affiliates, officers, directors, successors, and assigns (collectively "PST") does not own, operate, supervise, and/or manage many of the persons or entities which are to or do provide goods or services for the trip or program we are booking, including, for example, lodging facilities of any kind, airline, vessel or other transportation companies, local guides, guide services or local ground operators even if they use the PST name, providers or organizers of optional excursions, food service or entertainment providers, etc. All such persons and entities are independent contractors. As a result, PST is not liable for any negligent or willful act or failure to act of any such person or entity or of any other third party. In addition and without limitation, PST is not responsible for any injury, loss, death, inconvenience, delay, or damage to personal property, whether resulting from, but not limited to, acts of God or force majeure, acts of war or civil unrest, insurrection or revolt, acts of government, incidents, attacks or bites from domestic or wild animals, insects or pests, strikes or other labor activities, athletic or sporting events or endeavors including the normal risks associated with same, epidemics or the threat thereof, adequacy or availability of health services and/or evacuation services if necessary, criminal, terrorist or threatened terrorist activities of any kind, overbooking or downgrading of accommodations, mechanical or other failure of airplanes or other means of transportation, or for any failure of any transportation mechanism to arrive or depart timely or safely, or loss, damage or delay in delivery of luggage and/or personal effects. I accept all the risk attendant thereto and voluntarily accept the same as risks of my child/ward's participation in the program. In addition, I agree to be bound by PST's Terms of Payment, including policies on refunds, as stated below.

My child/ward is prepared and I believe they/he/she is capable of handling both the emotional and physical aspects of the program as well as any risks that may be involved. We expect Putney participants to maintain high standards of personal behavior. Since they are encouraged, within the context of our programs, to take leadership roles and to make some of their own discoveries, students whose parents require them to be under constant surveillance or who are likely to act irresponsibly, use drugs, alcohol or tobacco, or behave in a disruptive manner, should not apply. Furthermore, I agree that should my child/ward's conduct, at the sole discretion of PST, be deemed to be in violation of PST's rules or otherwise detrimental to the maintenance of standards or to the successful operation of PST's programs, PST may dismiss them/him/her from the program. I agree that dismissal may occur at a location far from the child/ward's home. I agree that should my child/ward be dismissed from a PST program, I will make arrangements for, bear the cost of, and provide supervision for my dismissed child/ward, even in situations that require extended international travel, and that no refund of the tuition will be given for a dismissed student. There will also be no refund for students who withdraw voluntarily, or as the result of illness or accident, during a program, or if a program underway has to return early, or has its itinerary altered, at the discretion of PST. Students dismissed from programs will not receive credit for community service hours completed prior to their dismissal. By signing this Agreement, we consent to the use of photographs, video and film of and/or created by the student and written correspondence from parents and students in promotional materials for PST or PST partners, or programs operated by PST, all without payment by PST.

Binding Arbitration. Any dispute concerning this contract, Trip Cancellation Insurance, the brochure, or any other advertising material concerning this program or the program itself will be resolved exclusively by binding arbitration in Vermont pursuant to the then-current commercial rules of the American Arbitration Association. The arbitrator and not any federal, state, or local court or agency shall have exclusive authority to resolve any dispute relating to the interpretation, applicability, enforceability, conscionability, or formation of this contract, including but not limited to any claim that all or any part of this contract is void or voidable. Vermont substantive law will apply to all issues concerning any such dispute.

We have read and agree to all the terms of this Agreement as well as the description of the program, as stated at [www.goputney.com](http://www.goputney.com). If any provision of this contract is held to be unenforceable, the remainder of the contract is enforceable.

**TERMS OF PAYMENT**

Applications must be submitted online at <https://app.goputney.com>.

There is no application deadline, but since each year we receive more applications than we are able to accept, early applicants have the best chance of being accepted into their first choice program and/or courses. Applications are carefully reviewed by our Admissions Committee and students are selected on the basis of their maturity, enthusiasm, motivation, and willingness to live and participate constructively in a supportive community environment.

Applications received by PST on or before March 15:

PST will temporarily reserve space for an applicant in a particular program/course upon receipt of the Online Application Form, a \$700 Payment (consisting of a \$200 Application Fee and a \$500 Tuition Deposit), and signed Agreement Form. The \$500 Tuition Deposit is applied toward an applicant's tuition. The Application Fee is an additional cost beyond the tuition. An applicant's file is not complete and cannot be considered for admission until we have received a completed application which consists of the Online Application Form, signed Agreement Form, \$700 Payment, Applicant Statement, and two completed Teacher Reference Forms. The required Applicant Statement is described in the online application. Applicants may e-mail their teacher references directly to their teachers through our online system. We make our best effort to act on each application within one to two days of the date when the application is complete.

Applicants are responsible for following up with teachers to ensure that they have sent completed reference forms to PST. The most common reason for a delay in processing an application is that we have not received the required references.

An application, which is initiated by sending PST an Online Application Form, signed Agreement Form, and \$700 Payment, must be completed within a reasonable time by submitting the additional required items or the application will be considered withdrawn and the applicant's temporarily held space will be released.

If an application is not accepted or if space is not available in the program listed as first choice, the \$700 Payment is refunded in full.

If an applicant withdraws their, his or her application on or before March 15th, any payments made through that date, less the \$200 Application Fee, are fully refunded. If an applicant withdraws their, his or her application after March 15th, all payments made through that date, including tuition, airfare, and associated fees, are forfeited. Withdrawals are effective on the date that PST receives written notification.

Final payment of the full tuition, airfare, and any associated fees is due on March 15th. PST reserves the right to revoke an applicant's acceptance if timely payment is not received. No refunds are provided in this circumstance.

Payment may be made by credit card (Mastercard, Visa, or Discover), check, or wire transfer. Checks must be in U.S. Dollars and must be drawn on a U.S. bank. Please make checks payable to Putney Student Travel and write the student's name clearly on the check. For payment by credit card, a 2.75% convenience fee is added to your payment. This convenience fee is waived for the initial \$700 payment. For payment by wire transfer, please consult our office for wiring information.

Applicants should consider purchasing the Trip Cancellation Insurance (see below.)

#### Applications received by PST after March 15:

Applications after March 15 are handled on an expedited basis. PST will temporarily reserve space for an applicant in a particular program/course upon receipt of the Online Application Form, a \$700 Payment (consisting of a \$200 Application Fee and a \$500 Tuition Deposit), and signed Agreement Form. The \$500 Tuition Deposit is applied toward an applicant's tuition. The Application Fee is an additional cost beyond the tuition. Within 5 days, PST must receive the full amount of the tuition, airfare, and any associated fees or the application will be considered withdrawn and all payments made to date will be forfeited. If an application is not accepted or if space is not available in the program listed as first choice, all payments will be refunded in full. If an applicant withdraws their/his/her application for any reason, all payments made to date will be forfeited, including tuition, airfare, and associated fees.

#### Wait-listed Applications:

Students who wish to reserve space on a waitlist for a program that is currently full must complete the Online Application Form, provide a \$700 Payment, and submit a signed Agreement Form. The \$700 Payment is fully refunded if space does not become available or if the application is withdrawn prior to acceptance. A wait-listed application must be complete to be considered for acceptance.

#### Trip cancellation by PST:

If PST cancels a trip prior to departure, PST will provide a full refund of the tuition and application fee, except in cases where the cancellation is due to a significant event that makes it infeasible to operate the trip as planned, in which case PST will provide a refund and/or trip credit equivalent to the tuition and application fee paid. If we cancel a trip in progress, there will be no refund.

#### Note on Fees:

Changes in foreign currency valuations, inflation, and other items can necessitate changes in our fees. Tuition fees for summer, 2024, are set in September, 2023. With inflation for next summer unusually difficult to predict, it may be necessary to adjust our fees in spring, 2024. PST fees, therefore, are subject to change. PST reserves the right to alter or cancel any of its programs, and to alter or cancel courses of study and/or activities and/or excursions. We are not responsible for costs incurred in preparing for a program that is canceled.

#### Trip Cancellation Insurance:

The vast majority of a PST tuition is based upon the total cost of programming divided by the total number of participants rather than a per person, per day calculation. Should a participant have to withdraw because of serious illness or injury prior to departure, the financial loss is substantial. As a result, we offer optional Trip Cancellation Insurance which provides for a tuition refund if a participant is

forced to cancel for these reasons, and may include the possibility to purchase a Cancel For Any Reason option. PST will forward you information about Trip Cancellation Insurance with your final invoice. Travel insurance policies with a wide variety of coverages are available from specialized insurance companies. For maximum benefit, purchase must happen with final payment. It is the families' responsibility to know what documentation and medical review is necessary for a claim to be honored.

What's included in the Tuition?

Tuition for PST programs (except for Pre-College programs as set out below) covers all day-to-day expenses including three meals each day, lodging, entertainment, excursions, any theatre and concert tickets, entry fees, bike and boat rentals, ski passes and equipment rental, tips, and all ground transportation during the program, including trains, buses and taxis. Tuition does not include the \$200 Application Fee, international or internal airfare, baggage fees, visa and entry/exit fees, laundry, communication home, health care, Trip Cancellation Insurance, gifts, snacks, or other personal expenses.

Tuition for Pre-College Programs includes all accommodations, three meals daily for domestic programs (two meals on international programs), instruction, use of campus facilities, transportation during the program, entrance fees to museums and cultural sites, field excursions, guest lectures, social events, taxes, and tips. Tuition does not include the \$200 Application Fee, transportation to and from the program destination, classroom supplies, art materials, some optional afternoon and evening activities, laundry, communication home, health care, Trip Cancellation Insurance, gifts, other personal expenses, or the optional supplemental activities, trips, and fees listed in the Supplemental Fees at [www.goputney.com](http://www.goputney.com).

PST arranges an escorted round-trip group flight at additional cost, or provides a flight escort on a designated flight for each of our international programs, and some of our domestic programs. In the case of airline delays (such as weather, strikes, air traffic control, or mechanical issues) or flight cancellation, families are responsible for all related incurred hotel, transportation, food, and airline fees.

All participants are required to have their own medical insurance. PST does not carry insurance that covers students for medical expenses in case of accident or illness.

**Parent/Guardian's Name:**

**Parent/Guardian's Signature:**

**Date:**

**Applicant's Name:**

**NOTE: Please click on the "X" in the upper right of the signature box below to delete the parent signature and then click inside the box to fill in the student signature.**

**Applicant's Signature:**

**Date:**