

Adams Campus
 401 North Main Street
 Adams, WI 53910

Marshfield Campus
 2600 West Fifth Street
 Marshfield, WI 54449

Stevens Point Campus
 1001 Centerpoint Drive
 Stevens Point, WI 54481

Wisconsin Rapids Campus
 500 32nd Street North
 Wisconsin Rapids, WI 54494

Phone: 715.422.5300 Toll-free: 888.575.6782 Fax: 715.422.5561 Web: mstc.edu

GLOBAL EDUCATION TRIP TO WASHINGTON D.C.	
Registration and Payment Deadlines:	<ul style="list-style-type: none"> Initial deposit payment by 5 p.m. on Thursday, July 13, 2023 Final balance payment by 5 p.m. on Wednesday, July 26, 2023
Two Mandatory Class Meetings:	Tuesday, September 26 and Tuesday, November 14, 2023, from 5:30 to 7:30 p.m.
Travel to Washington D.C.:	Thursday, October 26, to Monday, October 30, 2023
<ul style="list-style-type: none"> WHO CAN PARTICIPATE? All participants must be at least 18 years of age and are required to enroll in Mid-State's Global Cultural Experience course (10-140-101). There are no prerequisite requirements for this course. The course may or may not apply toward individual graduation requirements. There is a maximum of 17 registrations available. HOW MUCH IS IT? <ul style="list-style-type: none"> - Double-occupancy room: Trip costs of \$1,545 plus 1 credit of Mid-State tuition. Mid-State does not assign roommates without prior approval from each participant. You should register with a travel partner for this option. Additionally, it is recommended that you plan for at least \$45 a day while on the trip for additional food costs. - Single-occupancy room: Trip costs of \$1,945 plus 1 credit of Mid-State tuition. Additionally, it is recommended that you plan for at least \$45 a day while on the trip for additional food costs. PAYMENT SCHEDULE: <ul style="list-style-type: none"> - Double occupancy: Deposit of \$800 by 5 p.m. on Thursday, July 13, 2023. This deposit locks in your space on the trip. The remaining balance of \$745 is due no later than 5 p.m. on Wednesday, July 26, 2023. Additionally, one credit of Mid-State tuition will be due per Mid-State's tuition payment policy. - Single occupancy: Deposit of \$800 by 5 p.m. on Thursday, July 13, 2023. This deposit locks in your space on the trip. The remaining balance of \$1,145 is due no later than 5 p.m. on Wednesday, July 26, 2023. Additionally, one credit of Mid-State tuition will be due per Mid-State's tuition payment policy. WHAT IS INCLUDED? Round-trip airfare from Madison with one authorized carry-on bag and personal item, 4 nights' accommodation at the Hotel Hive (www.hotelhive.com), public transportation while traveling, entry fees for sites on finalized itinerary, and travel insurance. WHAT IS NOT INCLUDED? Transportation to the Madison airport, checked luggage, meals, and other personal costs. **CANCELLATION POLICY**: Deposit payments are fully refundable, and the class will be cancelled with no tuition due, if the trip does not take place due to low enrollment of less than 10 students. This will be determined on or before July 13, 2023. Should a cancellation occur for this reason, Mid-State is not responsible for any additional expenses incurred by you in preparing for travel, including items you have purchased in anticipation of travel, event or activity deposits/tickets, and travel equipment or supplies. Once the trip is confirmed, your deposit will be used for costs that will be paid on your behalf with the belief that you will be traveling – your deposit then becomes non-refundable. If you fail to make your final payment amount by the deadline above, you will be unable to travel and will forfeit your deposit. In all cases, final balance payments are non-refundable. **REFUNDS FOR MISSED DAYS AND/OR ACTIVITIES**: Travel comes with inherent risks. Therefore, we are unable to provide refunds for any missed portions of your trip because of missed or delayed flights. No refund is guaranteed for any portion of the trip or itinerary negatively affected by public health decisions made by governmental agencies, travel and tourism providers, or hotels and restaurants. Nor are refunds guaranteed due to other governmental actions, your personal health, weather, natural disaster, or decisions made by the tour leader in the interest of the group's personal safety. 	

PLEASE NOTE AND INITIAL THAT YOU ACKNOWLEDGE THE FOLLOWING IMPORTANT INFORMATION:

_____ I am aware that I will need a current, government-issued ID that is valid for travel – a Wisconsin-issued driver's license or ID, U.S. passport, military ID, or permanent resident card. Failure to not have a current and valid ID when passing airport security may result in being disallowed to board with no refund of trip payment.

_____ **I am aware that this trip will require a great deal of walking and physical activity. We will use public transportation throughout our visit.** It is likely that we will walk several miles per day, often need to climb stairs, and board busses and subways. We will occasionally engage in moderate physical activity. Please take this into consideration and consider your own personal health and fitness prior to booking this trip.

_____ **I am aware that I will be expected to follow the group itinerary.** While there will be some free time, we will have an established itinerary that will be followed as a group each day for safety and liability reasons. If I fail to comply with the established itinerary and miss a scheduled meeting time or departure time, I understand that I will be responsible for arranging and paying for any expenses to reconnect me with the group.

_____ **I will need to budget for, have adequate money for, and manage my finances while traveling.** I agree to contact my bank to advise them of my travel plans. You should fully understand your bank's requirements and fees for making transactions with your accounts and credit cards while traveling.

_____ **I am responsible for all emergency and medical costs while traveling with Mid-State Technical College.** Your trip price includes a travel insurance policy purchased in your name and on your behalf which provides basic and limited travel, medical, and emergency evacuation insurance. Any claims made are subject to the terms of the policy, are your responsibility to make, and will be strictly between you and the travel insurance company. You may be required to make a claim with your provided travel insurance to reimburse Mid-State, if necessary. Mid-State strongly advises you to be aware of all limitations included in this travel policy as well as with any other personal insurance you may have so that you fully understand your risks.

_____ **I am aware that public health requirements vary and are subject to change, often with little notice.** I agree to abide by all mandated testing, isolation, and health-related mitigation efforts (i.e., masking) protocols of the destination city(ies), county(ies), state(s), and national government(s) where I will be traveling, as well as those required by trip organizer(s), transportation and tourism service providers, and Mid-State due to the COVID-19 pandemic or any other health or safety reason.

_____ **I have received a copy of the "Global Education: International and Domestic Travel Handbook" and agree to read it and understand the risks and responsibilities of independent travel.**

_____ **I understand that this trip is taking place in combination with the class Global Cultural Experience (10-140-101). I must register and pay for this course. I agree to attend the in-person classes as scheduled.**

_____ **I understand that I am required to sign a liability waiver and provide emergency contact information, and I acknowledge that I will adhere to the Mid-State Technical College Student Code of Conduct.** It is expected that students participating in this event will represent Mid-State Technical College in nothing less than a positive manner.

SIGNATURES			
I have read all the above details regarding the trip, understand the cancellation and refund policy, and am registering for the class and travel experience completely understanding my requirements and responsibilities.			
Print name as on the ID that you will travel with:		Date of Birth:	
Signature:		Today's Date:	
Address:	City:	State:	Zip:
Phone Number:		Personal Email:	

Mid-State does not discriminate on the basis of race, color, national origin, sex, disability, or age in its program, activity, or employment. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Vice President – Human Resources; 500 32nd Street North, Wisconsin Rapids, WI 54494; 715.422.5325 • AAEO@mstc.edu. 7/2021