

**ANDREWS UNIVERSITY**  
***Code of Conduct Agreement - Trips & Tours***

**Participant Name** \_\_\_\_\_ **Tour Name** BHSC Peru Tour

As representatives of Andrews University and the Seventh-day Adventist Church, it is our goal to be positive role models representing the mission of Andrews University. Therefore, all participants, whether students, faculty, alumni, parents, family members, friends, or community members are expected to adhere to the general Andrews University Community Values outlined in the student handbook as well as those specified in this agreement.

**Respect:** General respect should be demonstrated at all times for other trip participants, trip director(s), as well as the individuals, values, and laws of the culture visited. Verbal and physical abuse, as well as disregard of the directors instructions and these guidelines, will not be tolerated.

**Alcohol & Drug Use:** The use and/or possession of alcohol, tobacco, and illegal drugs is prohibited under all circumstances.

**Weapons:** Weapons such as knives, firearms, or firecrackers may not be in the possession of or bought by participants.

**Curfew:** Unless there is a trip or tour sponsored activity that extends past midnight, you should expect to abide by a midnight curfew and be in your hotel room from midnight until the next morning. This curfew may be adjusted by your tour director(s), in which case their guideline will take precedence. Please respect other guests by keeping noise to a minimum.

**Sexual Misconduct:** Inappropriate sexual conduct may result in being sent home at your own expense. Members of the opposite sex are not allowed in your sleeping quarters at any time, with the exception of married participants.

**Hotel Guidelines:** Be especially respectful with your room and roommate as well as other hotel guests by refraining from boisterous behavior at all times. You are responsible to ensure that individuals who are not assigned to your hotel room by the trip director or organizer do not utilize your hotel room. You will be held personally responsible for any damage you cause, and will not be allowed to leave the hotel until the damage is paid. When a hotel reports damage to a room, we will investigate, but will ultimately consider the hotel's report to be definitive. You will be responsible for expenses or charges made to your room. The removal of towels, pillows, blankets, or any other hotel items as souvenirs is forbidden and is considered stealing since waiters and maids are required to pay for any missing items. Shirts and shoes should be worn when outside of your room. As a reminder, do not leave your valuables in a place where someone can easily take them.

**Free Time Periods:** All trip and tour activities require your attendance and participation. When no organized group activities are scheduled and you leave your hotel, you should sign out with the tour leader, giving the time of departure and a description and location of your activity. You should always travel in groups of 2 or more and carry the name and phone number of the hotel with you at all times. You are expected to be mindful of your own safety and well-being at all times. Take caution in whatever you do or wherever you go, especially in unfamiliar areas.

**Dress:** Be mindful of the Andrews University dress code regarding modesty and appropriateness, the local culture and customs, and the dress guidelines requested by the trip director when choosing clothing to bring on the trip.

**Citizenship Violation:**

Minor Violation: will require a meeting with the trip director where a restriction may be imposed.

Serious (such as threatening & disrespectful behavior, alcohol, drugs, sexual misconduct, etc.) or continued violations: will result in your immediate removal from the circumstance/situation. The tour director(s) will then make a determination of your eligibility to continue with the group. Any decision made by the tour director(s) will be considered final and your dismissal will be immediate. In this case, travel home will be made at your own cost.

Your signature below will be interpreted as evidence of your commitment to conduct yourself as described above.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_