



Study Abroad in Seoul, Korea Application Checklist

The following items constitute a complete application:

This checklist

Application

_____ A typed essay explaining the reasons for participating in the study abroad program, including expectations and how the program relates to personal and/or career goals. (750 word minimum.)

Two recommendation forms to be completed by faculty members who have had the applicant in class. You may choose to include additional letters from college staff, employers, and/or family friends. Recommendation forms are in a separate document for ease of sending electronically.

A \$500 deposit/application fee paid to Parkland College must be submitted at the time of the application. The fee will be applied to the program cost after acceptance.

_____ Signed copy of Release Agreement & Code of Conduct Agreement.



Summer Study Abroad in Korea Application for Admission

Please print neatly or type your personal information:

_____	_____	_____
Last name (Please print)	First name	Middle initial

_____	_____	_____	_____
Permanent Street address	City	State	ZIP

_____	_____
School email address	Personal Email address

_____	_____
Your phone number	Your college name

College address

_____	_____
Date of Birth	School Identification Number

_____	_____
Citizenship	Passport number

_____	_____	_____
Name of Emergency Contact #1	Relationship to you	Phone

_____	_____	_____	_____
Street address	City	State	ZIP

_____	_____	_____
Name of Emergency Contact #2	Relationship to you	Phone

_____	_____	_____	_____
Street address	City	State	ZIP

Academic Information:

Current college	Address	Dates of attendance
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Previous college	Address	Dates of attendance
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Present class standing: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior

Current speaking ability of Korean:

☐ Excellent ☐ Good ☐ Fair ☐ Poor/None

How many semesters have you studied Korean?

High School: 0 1 2 3 4 5 6 7 8 College: 0 1 2 3 4 5 6 7

Your Major	Overall GPA
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Additional information (Attach additional explanation, if necessary)

Have you ever been on disciplinary probation? ☐ YES ☐ NO _____

Signatures:

The information in this application is, to the best of my knowledge, accurate and complete.

Applicant's signature	Date
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Study Abroad Representative's signature	Date
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(Your signature indicates that you have read the application and recommend the student's participation.)



Release Agreement / Code of Conduct Agreement

Parkland College Study Abroad Application Terms of the Program Release Agreement and Code of Conduct Agreement.

I, the undersigned, having applied to the **Study Abroad program in Seoul, Korea for the Summer semester, 20** do covenant and agree as follows:

I release PARKLAND COLLEGE and the host institution from any liability or damage or loss of property, injury, illness, or death during the period of the program. I understand and agree that neither the Parkland College, its agents, officers, or employees, nor any educational institution associated in this endeavor shall assume any liability for damages or loss of property or for any financial or other obligations incurred by participants either in the United States or elsewhere.

I further understand and agree that while participating in the Program, I shall be subject to the supervision and authority of PARKLAND COLLEGE, its agents, officers and employees, including the sole decision-making responsibility with respect to any participants whose conduct or academic standing may warrant expulsion or withdrawal from the Program.

I understand that participants are expected to attend classes regularly unless otherwise indicated by illness or unavoidable circumstances and to conduct themselves in a mature and responsible way as representatives of their colleges and their country.

I further understand and agree that when I travel independently from travel arrangements and fieldtrips organized by the host college and/or by PARKLAND COLLEGE for participants in the Program I do so at my own risk. I assume responsibility for my own health, safety, and responsibility for all of my luggage and valuables as a result of this decision. I hold the host college, PARKLAND COLLEGE harmless for this decision and was advised as to my personal responsibility for this decision.

I hereby acknowledge and agree that if I should be required to withdraw from the program for failure to maintain appropriate standards of study or behavior, that my rights to a refund of any program fees may be limited and that I would no longer have access to any of the facilities of the Program. I agree that, should there be any dispute concerning my participation in the Program that would require the adjudication of a court of law, such adjudication will occur in the McLean County Illinois Circuit Court and be determined by the laws of the State of Illinois.

I represent that I am at least eighteen years of age or, if not, that I have secured below the signature of my parent or guardian as well as my own.

I further 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 any advisers, counselors, or attorneys of my choice.

I agree that, should any provision or aspect of this agreement be found to be unenforceable, that all remaining provisions of the agreement will remain in full force and effect.

Medical Agreement and Release/Permission for Emergency Treatment

On rare occasions, an emergency will develop which requires medical care, hospitalization, or surgery for a participant. So that such treatment can be administered without delay, we ask that each applicant sign the following statement authorizing PARKLAND COLLEGE representatives abroad to secure any necessary treatment. In the event of injury or illness, I hereby authorize any representative abroad of PARKLAND COLLEGE to secure any necessary treatment, including the administration of an anesthetic and surgery.

CODE OF CONDUCT AGREEMENT

To participate in the South Korea study abroad program connected to Parkland College, the student must agree to abide by the following standards of behavior. The provisions of this Student Code of Conduct for Study Abroad Participants in South Korea are supplemental to other policies, rules, and regulations governing conduct of Parkland College students as outlined in Parkland's Student Code of Conduct

(<https://www.parkland.edu/Main/About-Parkland/Administration/Dean-of-Students/Parkland-College-Student-Conduct-Code>).

In addition, any student participating in Parkland College's study abroad program in South Korea must abide by U.S. Federal and Illinois State laws as well as by the laws of South Korea.

All students who participate in Parkland College's study abroad programs are representatives of Parkland College and the United States for the duration of their time on the program. Students studying in South Korea are expected to conduct themselves appropriately and respectfully and will abide by the rules set forth by the faculty leader, Sogang University, and South Korea.

Study Abroad Program. Article 1 Laws of South Korea: Students must adhere to all legal regulations of South Korea and are subject to the country's judicial system if they violate any laws. Sogang University and Parkland College's faculty leader will provide appropriate information regarding pertinent legal regulations during pre-trip orientation sessions. These include strict laws regarding illegal drugs, trash sorting and recycling, and slander, for example.

Any student who enters a foreign country becomes subject to the laws of that country. Neither American laws nor diplomatic representatives abroad will be of help if you are arrested and/or convicted. While the Department of State and Consular Officers overseas are concerned about all Americans arrested abroad, they cannot intervene in the legal process of another country nor act as legal counsel on behalf of an imprisoned American Citizen.

Study Abroad Program. Article 2 Cultural Norms of South Korea: Students must adhere to the cultural norms of South Korea during their program stay. Although Korean cultural norms may seem insignificant if not followed or may even seem illogical, once a student has been taught specific cultural norms, they are expected to follow those norms. During the pre-trip orientation sessions, students will learn about several norms they will be expected to follow. Other norms may be taught as necessary while in South Korea. Some examples of cultural norms are whispering on public transportation, keeping phones on silent/vibrate while on public transportation, not taking food or drink on public transportation, removing shoes at the door of your dorm room, not showing cleavage (females), etc. These examples are not inclusive of all cultural norms but are simply a few.

Study Abroad Program. Article 3 Regulations of Sogang University: Students must adhere to all regulations in effect at Sogang University. Those regulations will be provided to the student during Sogang's online orientation session prior to the trip.

Study Abroad Program. Article 4 Academic and Behavior Guidelines for all South Korea Study Abroad

Participants: Behavior that is disruptive to the Program or other participants of the Program will bring about consequences ranging from a verbal warning to program termination without refund, notification of student's parents, and return home at the student's own expense. Poor behavior will have a detrimental effect on Parkland College's relationships with South Korea and Sogang University and may limit opportunities for students in the future.

Study Abroad Program. Article 4.001 Attendance: Students are required to attend all classes and scheduled programs. Students are not allowed to leave the 4-week faculty-led program unless on a program-sponsored activity or unless a "Program Leave Request Form" has been completed and signed.

Study Abroad Program. Article 4.002 On-time Requirements / Courtesy and Civility: Students must adhere to all schedules as announced by Parkland College's Faculty Program Director. Schedules may include, but not be limited to, tours and site visits, movement at airport/train/bus stations, informational meetings, academic excursions as part of Sogang's culture class, and classes. A student must act with patience and politeness towards Parkland's faculty leader, all Sogang faculty, all Sogang staff, and all service persons (such as in restaurants, on public transportation, etc.). Students must avoid boisterous, loud, and otherwise disruptive behavior in all public places, especially on public transportation. Keep in mind that what is considered a "normal" volume level in the U.S. is considered very loud (and extremely rude!) in Korea. Students must also observe dormitory quiet hours established by Sogang University. Any student who engages in disrespectful or hostile behavior towards Parkland's faculty leader will be subject to immediate disciplinary action.

Study Abroad Program. Article 4.003 Dormitory /Hotel Guidelines: The purpose of the program is academic; thus, there are curfews regarding being in the dormitory at certain times and in regard to noise levels. Alcohol is not allowed in the dormitory. Students agree to abide by all Sogang dormitory and any hotel rules.

Study Abroad Program. Article 4.004 Alcohol Abuse and Related Misconduct: Although the laws of South Korea may differ from U.S. laws, students attending Parkland College's study abroad program in South Korea are subject to Illinois law and Parkland College policy. Article III of Parkland's Student Code of Conduct governs alcohol usage, of which A.11 is listed below in order to highlight the legal age guidelines which forbid any of the following:

A.12 Use, possession, manufacturing, or distribution of alcoholic beverages on property, or intoxication at any college sponsored event on or off campus, or appearance on campus while under the influence of intoxicants. Alcoholic beverages may not, in any circumstances, be used by, possessed by, or distributed to any person under twenty-one (21) years of age.

During the Korea study abroad program, for those over 21 years of age, any excessive or irresponsible drinking leading to intoxication and behavior that interferes with the rights of others or with class and activity attendance may be subject to immediate disciplinary action including notification of student's emergency contact and possible dismissal from the Program.

Study Abroad Program. Article 4.005 Illegal Drugs: The use or possession of illegal drugs during the Program or being knowingly present in instances of use or possession of illegal drugs during the Program will be cause for notification of student's emergency contact and possible dismissal from the Program. Keep in mind that South Korea is much stricter about what is considered an illegal drug than certain states in the U.S. are (such as with cannabis), and penalties are harsh.

Study Abroad Program. Article 4.006 Destruction of Facilities: Students will be held responsible for any damage to property, including hotels, the Sogang dormitory, facilities on or off campus, and public transportation. In addition, students are responsible for any fines that are incurred during their stay, such as dormitory or hotel fines for damage to property.

Study Abroad Program. Article 4.007 Driving Abroad: Students may not operate motor vehicles of any kind while participating in the faculty-led South Korea program.

Study Abroad Program. Article 5 Independent Travel: While it is assumed that students may wish to participate in additional travel unrelated to the program, students must understand that commitment to their educational program at the overseas institution is primary and takes precedence over all other recreational travel. Students must understand and acknowledge that they accept full responsibility for personal travel. Students must inform Parkland College's faculty leader of overnight absences and provide their itinerary so that in case of emergency they may be contacted.

Study Abroad Program. Article 6 Sanctions: Failure to adhere to this Code of Conduct may result in dismissal from the study abroad program. Anyone who is dismissed from this program will no longer be allowed to stay in the Sogang dormitory or attend Sogang classes or activities. (This is an agreement Parkland has in writing with Sogang University.) Keep in mind that behavior that might be overlooked on campus back in the U.S. is more likely to be noticed and dealt with overseas due to the close proximity of you, Parkland's faculty leader, and other students.

Specific steps involved in the discipline process will naturally vary according to the seriousness of the offense. ***Some behaviors may result in immediate dismissal from the program*** in addition to other disciplinary action. ***Other misconduct may begin with Level 2 or beyond.*** These decisions are entirely up to the faculty leader and will not be "negotiated" with the student and/or parents. However, where possible, the faculty program director will use progressive discipline as follows. ***The example sanctions are used as examples only, and Parkland's faculty leader is in no way bound by these examples.***

STEPS:

EXAMPLES OF POSSIBLE SANCTIONS:

Level 1: Verbal Warning

No sanction

Level 2: Written Warning

Temporary revocation of privileges

Level 3: Written Warning; Parents Called

Permanent revocation of privileges; significant restrictions on free-time activities

Level 4: Probation; Parents Called

Unable to participate in any activities other than attending classes until probationary status is lifted

Level 5: Dismissal; Parents Called

Student must leave the dorm and campus immediately; may not attend any further class sessions or activities; loss of semester credit; loss of any scholarship or financial aid; no refunds

In summary, PARKLAND COLLEGE representatives, as well as those in charge of PARKLAND COLLEGE programs on site, have full authority to enforce agreed upon standards. Further, they have full authority to take necessary steps to provide for the safety and full participation of all students while participating in on-campus activities, off-campus field trips, and other travel as decided upon by the student. This may include, but not be limited to: advising the student's family, giving a warning of possible future dismissal from the program, and finally, sending the student home at the student's expense, with no reimbursement of payments. The on-site faculty leader reserves the right to dismiss any student at any time for any of the infractions outlined in this agreement.

I acknowledge that I have read and understood:

- The Release Agreement
- The Medical Agreement and Release/Permission for Emergency Treatment
- The Participant Information including Cancellation and Refund Policy
- The Student Conduct Agreement including expectations and dismissal policy

As an applicant to the program, I agree to such terms.

Signature of Student Applicant

Date

Essay

Please write an essay (typed, 12-point font, double-spaced, **minimum** 750 words) in which you describe why you want to study in Korea. How does this experience relate to your personal and/or career goals? How will you benefit from participating? What are your expectations for the experience?