

Students who travel on trips through John Cabot University's Student Life Office should expect:

- To gain new cultural experiences and learn more about Italy's lifestyle. This includes trying new foods and following the social etiquette of our country.
- To gain travel experience and build confidence to travel independently in the future

The advantages of participating in a trip led by Student Life:

- Transportation, food and accommodations are pre-arranged for participating students
- A trip itinerary is provided by the trip chaperone at a meeting involving the participating students and chaperones prior to each trip.
- John Cabot University Staff members will accompany students on each trip to serve as a resource for students, and are also there to assist in case of emergency. JCU Chaperones are NOT professional tour guides but are extremely well-travelled staff members with experience in leading groups. Trip leaders are happy to assist students with obtaining any information that they may need while travelling with us as far as it is reasonably possible. Everything included in the participation fee of the trip is clearly stated on the University website, posters and trip schedule.

The activities described on the website are available to all John Cabot University students and can be booked online by visiting our website - [click here](#).

You will receive confirmation of your booking via email. If you have questions, please contact the Student Life Office at + 39 (06) 68191 290 or studentservices@johncabot.edu

TRIPS POLICIES

- **Students must be 18 or older to participate in overnight trips.**
- **It is the student's responsibility to acquire all the necessary travel documentation.** Failure to travel due to insufficient travel documents will not entitle the student to a refund.
- **Spaces on trips/activities are limited and offered on a first-come, first-served basis.** Spaces can be booked with payment, and sign-ups need to be made only by the student participating to the activity\trip.
- **John Cabot University enforces a strict No Refund policy.** JCU will NOT offer refunds for missed trips and/or activities, unless severe health problems are involved, in which case the student must present a valid medical certificate in order to be refunded.

- **Participating in a JCU trip does not count as an excused absence.** Students have to check their class schedule before committing to a trip. Students will NOT be refunded if they cannot attend the trip/activity due to class requirements. Exceptions will be made for those classes that have been scheduled after a student has signed up for a trip/activity.
- **Information about the trips will be sent to students via University email or to the email given to the University during registration.** Meeting place and time, trip itinerary, policies and tips will all be specified in the email. It is students' responsibility to constantly check their JCU or personal email account to obtain all the required information.

John Cabot University holds the right to cancel any trip and/or activity should there be an insufficient number of participants, or for any other reasons. Also, the University holds the right to change trips/activities' details as circumstances dictate. Students will be notified of any changes at the Office's earliest convenience via email and posters.

PAYMENT POLICY

All the trips/activities offered by the Student Life Office **MUST** be paid in advance either by purchasing them in exclusively in Euro cash directly at the Student Life Office, or on the JCU Website through the Online Payment System.

IMPORTANT: students who wish to purchase their spot online **MUST** complete all the steps and confirm their transaction. Students who abandon the online payment before confirming the transaction will **NOT** purchase the ticket. John Cabot University cannot be held responsible for spots which were **NOT** officially and correctly reserved as the result of an incomplete online payment due to an error or denied credit card details.

DISCLAIMER STATEMENT

While every effort is made in order to ensure a safe trip, the University cannot be held responsible for any accidents or damages caused by students' negligence.