

# **Information, Release, and Agreement**

## **Youth Interior Design Forum Interior Design Program Department of Construction Management and Interior Design Ball State University**

### **TUITION**

Student and Parent both understand and agree that Student's registration and this Release and Agreement must be received by the Youth Interior Design Forum no later than the enrollment deadline accompanied by a \$100.00 non-refundable deposit.

Student and Parent further understand and agree that Student's participation entitles Student to only the standard arrangements and activities offered and/or scheduled, including, but not limited to, housing, meals, private motor coach transportation during the Forum and educational materials. Generally, special arrangements and/or requirements desired or required for Student must be independently provided, and Student and Parent must bear the cost of any and all special arrangements and requirements. However, the Youth Interior Design Forum will comply with all federal, state and local laws in connection with this Release, including the Americans with Disabilities Act.

### **WAIT LIST**

Both Student and Parent understand that all enrollments are processed strictly in order of receipt and that enrollments may exceed available space. Student and Parent further understand and agree that this is an application for participation, and Student's enrollment is contingent on final approval by the Interior Design Program, with whom sole discretion resides. Student and parent further understand that, if Student is not initially enrolled due to space availability, Student will be placed on a wait list and notified when space becomes available.

### **CANCELLATIONS AND REFUNDS**

Both Student and Parent understand and agree that any cancellation and request for refund must be submitted in writing via email, FAX or US Postal Service, or overnight delivery, and must be signed by the Parent, Legal Guardian or Personal Representative who signed the Enrollment Application. Student and Parent further understand and agree that in order to offset costs incurred by the Youth Interior Design Forum once it has received the Student's Enrollment Application, a full refund for cancellation may be requested 15 days prior to the start date.

Students who are dismissed from the Forum for disciplinary reasons or leave the Forum early for any reason are not eligible for refund.

### **POSTPONEMENT OR CANCELLATION OF THE WORKSHOP**

The Youth Interior Design Forum reserves the right to modify, postpone or cancel a Forum because of low enrollment, health, safety or other issues including, but not limited to, acts of God, acts or omissions of government authority, compliance with government regulations or any other cause or event beyond the control of Youth Interior Design Forum.

In the event that the Youth Interior Design Forum postpones the forum, tuition payments received prior to the postponement will be applied to the new Forum dates. If Student elects to cancel his/her enrollment in a postponed Forum, tuition will be refunded. Any cancellation and/or request for refund must be submitted in writing and signed by the Student according to the schedule stated in the Student Cancellations and Refunds section.

In the event that Youth Interior Design Forum cancels a forum, all tuition will be refunded. The Youth Interior Design Forum, shall not be responsible for any expenses incurred by Student outside of those listed in the Tuition section of this agreement, including, without limitation, all expenses for travel to the Forum city and any other miscellaneous expenses incurred by Student.

**EQUAL OPPORTUNITY**

Youth Interior Design Forum complies with all applicable federal and state nondiscrimination laws and does not engage in prohibited discrimination in employment or the provision of services. The Forum admits qualified student without regard to race, color, sex, religion, nationality or ethnic origin, disability, age, sexual orientation, place of residence or any other claim prohibited by law to all rights, privileges, programs and activities generally accorded or made available to students at the Foun. It does not exclude any student from participation in the Forum discriminate against any student in providing the benefits associated with such program (including any scholarship or financial assistance, and use of any facility), or subject students to discrimination under such program, on the basis of race, color, sex, religion, nationality or ethnic origin, disability, age, sexual orientation, place of residence or any other claim prohibited by law.

**RELEASE INFORMATION**

Student and Parent both grant the Youth Interior Design Forum permission to use photographs, videotapes or movies taken in which Student may appear in connection with the Forum, as well as permission to utilize any information obtained by the Forum on both Student and Parent through Student’s registration in the Forum for marketing and other purposes.

**RESPONSIBILITY**

In consideration of being accepted as a participant in the Youth Interior Design Forum, the undersigned Student and undersigned Parent or Guardian each hereby release Ball State University and its Trustees, Directors, Officers, Management, Employees, Agents and Affiliates, from any and all liability arising out of Student’s participation in the Forum, and each further agrees to indemnify and hold harmless Ball State University and its trustees, directors, officers, management, employees, agents and affiliates for any loss, damage, costs, expenses which the University may incur which are caused directly or indirectly by the actions of the Student.

**STUDENT CODE OF CONDUCT STATEMENT**

I understand that the Forum is a professional setting and, as such, demands the highest standards of behavior. I will conduct myself in a manner that will contribute to a sense of community along all students and foster an atmosphere of mutual respect. I agree that I will not use tobacco, alcohol or non-prescription controlled substances during the Forum. I will not engage in any threatening behavior while at the Forum. I also agree to follow the instructions of the Forum staff at all times, and participate in all Forum activities. I understand that an infraction of these rules may result in my immediate dismissal, denial of my Certificate of Completion, and forfeiture of all forum tuition paid.

Parent/Guardian \_\_\_\_\_

DIGITAL SIGNATURE

DATE

Student \_\_\_\_\_

DIGITAL SIGNATURE

DATE