**INTENT TO DIVERT FROM COURSE PLANS/ITINERARY**

As a participant in a Travel Study experience, you are required to complete this form and obtain the Lead Faculty’s signature any time you divert from the group’s planned itinerary. The purpose of this form is only to inform the faculty leader(s) of your destination, itinerary and contact names/numbers, and to remind you of the importance of taking personal responsibility for your safety at all times. The group leader has the right to refuse you to divert from the course plan.

Please carry proper identification and the name, address and telephone number of the current hotel and future hotels with you at all times. This should be written in the language of the area where you are staying if you are not proficient in the language. You are responsible for your safety and for returning to the group at the time you have indicated. You are asked to confirm the feasibility of your travel plans with your local contacts, to use the buddy system when going out, to inform the faculty leader of any change in plans, and to rejoin the course at the next destination at your own expense should you be delayed.

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Destination, Travel Plans (Please indicate *how* you plan to travel):

Contact Information (How you can be reached):

Departure Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Estimate Departure Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_am/pm

Return Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Estimate Return Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_am/pm

“I have informed the faculty leader(s) of my intention to depart from the course. I acknowledge that I am voluntarily departing from the course itinerary, and I take full responsibility for my safety and for returning to the course, or to my home country. I also understand that I will receive no refund of expenses or funds paid to Otis College of Art and Design or any other travel provider because of my choice to divert from the course itinerary/plans.”

Signature of Traveler: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Group Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_