



Voyageur Outward Bound School Policies

The investment that Outward Bound puts into planning, staffing, and provisioning your expedition cannot be recovered in the event of short-notice cancellation, transfer or early departure. Please familiarize yourself with the policies outlined below. *By enrolling in Outward Bound you are accountable for and subject to the information contained on these pages.*

ENROLLMENT POLICIES

Speak with your Course Advisor about the right course for you. Outward Bound offers a variety of courses and course activities to fit the needs of a diverse student population. Some courses are more/less remote. Some courses are more/less difficult. Our goal is to help you find the course that best serves you at this moment in your life.

You must return your Enrollment Packet by the assigned due date or your spot may be filled with another applicant. Enrollment materials more than 15 days overdue will constitute a cancel and cancellation penalties will apply.

Failure to provide accurate and complete information may result in your application being denied. Outward Bound's enrollment review process is thorough for a reason. Our intention is to provide a safe and successful Outward Bound experience for a diverse range of students. Failure to provide complete and thorough information about your physical, emotional and/or behavioral background may compromise your experience or the experience of the other students. Additionally, if you have an undisclosed condition that results in your early departure from the course, you will not be eligible for a refund.

Contact your Course Advisor immediately if you experience an injury, illness or change to your medications (including type and dosage) after submitting your enrollment materials. If you are approved for course and you arrive at the course-start with an unreported recent injury or any changes to your medications not documented in your enrollment materials, you may not be allowed to participate on the course.

PAYMENT AND CANCELLATION POLICIES

Outward Bound will pay for your airfare and any required lodging as you travel to/from the course. Outward Bound will wait to book your travel until your application has been accepted and your course has been confirmed. Outward Bound will not confirm any course before receiving at least 4-5 student enrollments. Outward Bound will not reimburse any gear, clothing, or incidental travel related expenses like meals and taxis.

Penalties do apply in cases of short-notice cancellation. Upon receipt of your completed application and acceptance to the course, you will be asked to provide a credit card number to Outward Bound. Your card will not be charged unless you cancel 30 days or less before the course-start and/or after your airfare has been booked. Your Course Advisor will contact you prior to booking any airfare to re-confirm your participation. If you cancel less than 30 days before the course-start, or after your flights have been booked, your credit card will be charged a \$250 cancellation penalty and the entire cost of any airfare that has been purchased for you. Any airfare will be in your name and you will retain that credit for use at a later time subject to airline change fees or fare changes.

If you are deployed and cannot attend your course, you will be asked to provide documentation of your deployment and Outward Bound will waive all penalties.

Students may be charged for lost or damaged equipment after the course.



OTHER CONDITIONS

Transfer Policies

Outward Bound will allow you to transfer to another course without penalty. If your airfare has already been booked, Outward Bound will cover any difference in the fare, and you will be responsible for the change-fee.

Waitlist Policies

If the course in which you're interested is full, and you haven't yet participated on an Outward Bound course through Outward Bound's Veterans Program, you can choose to join the waitlist. You will be required to complete a full application. If a spot becomes available, it will be offered to the waitlisted applicant who returned their completed application first, NOT the applicant who enrolled first. This applicant will have 24 hours to decide if they are still interested in the course before Outward Bound will contact the next waitlist applicant. Waitlist applicants are given priority over Standby applicants.

Standby Policies

If you have already participated on an Outward Bound course through Outward Bound's Veterans program, you will automatically be put on Standby for your subsequent Voyageur Outward Bound School course. Due to the popularity of the Outward Bound's Veterans Program, and Outward Bound's commitment to serve as many Veterans as possible, preference is given to first-time participants. Outward Bound will reserve spots for first-time applicants up to 2-weeks before the course-start. If a spot is still available 2-weeks or less before the course-start date, and you have completed your application and been accepted for the course, you will be contacted by your Course Advisor. Assuming that you are still able to participate, Outward Bound will begin making your travel arrangements at that time.

Early Departure Policies

Students who choose an Early Departure from their course (i.e. begin the course but choose not to finish it) or who are expelled for behavior related issues or undisclosed application information will be responsible for paying any airline change-fees to change their ticket home.

You may be expelled from your course and required to leave if we determine that you are:

- Posing a danger, through misconduct or unsafe practices, to yourself or others.
- Defiant, harassing or otherwise compromising the emotional safety of others.
- Using alcohol, drugs (including prescription medication not prescribed to you or sharing your medication) or tobacco products.
- Engaging in sexual activity.
- Unwilling or unmotivated to participate and/or take responsibility for your share of group work.

Students who break the law or endanger themselves or other group members may be removed from their course immediately.

Students who engage in less severe, but still detrimental, behaviors that affect the quality of the expedition experience will be confronted by their Instructors and may be asked to leave the course. The Instructor's first priority is wilderness risk management, providing a physically and emotionally safe experience for everyone, not behavior management. Instructors will attempt to mitigate negative student behaviors, but if the behaviors persist, the student may be expelled and sent home early.