



## Parental Waiver and Release/Assignment Agreement

(For Minor – 17 years and younger or if 18 years of age or older sign on your own behalf)

I, as parent/legal guardian of the participant named on the Registration Form hereby release from any liability Vital Link/Career Exploration Institute volunteers and staff members from any claims arising out of or relating to any injury that may result to my child while participating in the program. I agree to instruct my child to cooperate and conform to the directions and instructions of the instructors and any supervisory personnel in charge of the program.

**Enrollment:** Early enrollment is encouraged as class space is limited to 25 participants per site. Minimum number of students is required for a class. Participants are required to enroll for an entire session. A participant may join the program after a session has begun if there is availability.

**Medical Authorization:** In the event of an injury, illness, emergency, accident or other harm sustained by me or by the minor on whose behalf I am signing this document, I hereby give Vital Link permission to obtain Medical Assistance in connection with such medical issues. I hereby give the supervisory personnel permission to use their judgment in obtaining medical services and I give permission to the physician selected by such personnel to render medical treatment deemed necessary and appropriate by such physician(s). In addition, the expenses for any such medical emergency shall be my sole responsibility and not that of Vital Link

**Promotional Use of Images:** I hereby agree that Vital Link/Career Exploration Institute may use film or photographic records of the program activities for its promotional and/or commercial purposes without compensation to me, and I consent to the use of my name or child's name and likeness for such use in any media now known or not known.

**Cancellation Policy:** Deposit and tuition may be partially refundable. Cancellations prior to April 1<sup>st</sup> are subject to a \$100 cancellation fee. Cancellations between April 1<sup>st</sup> and May 1<sup>st</sup> are subject to a \$200 cancellation fee. Cancellations after May 1<sup>st</sup> are subject to a \$295 cancellation fee. Deposits and tuition are non-refundable after June 1<sup>st</sup>. Cancellations must be submitted in writing and received by the dates stated above.

**Code of Conduct:** By signing below, I understand and agree that my child has been instructed and expected to comply with the Vital Link/Career Exploration Institute Code of Conduct at all times during the program.

- Dress in business casual attire on the two Field Trip days.
- Stay within the compounds of the Career Exploration Institute program area. You are not allowed to leave the program area at any time during the program.
- Stay with your assigned group during all Field Trips and off site activities.
- Attend the presentations/activities during your assigned times.
- Turn off cell phones or electronic devices during the program unless otherwise instructed.
- Act in a professional manner at all times.
- Show respectful behavior when interacting with business representatives, program staff, volunteers, or other participants.
- Follow directions given by program staff.
- Contribute to the positive atmosphere and well-being of the other participants during the program at all times.
- Use of any illegal substances will be grounds for removal from the program and forfeiture of the tuition fee.

If the participant's behavior is considered disruptive to the program or to others or they are unable to abide by the rules of the program, the following actions may be taken:

- Disciplinary Actions
  - 1<sup>st</sup> disciplinary problem that arises during the program, which includes but is not limited to, disruptive or harmful behaviors, the participant will receive a warning and parent notification.
  - 2<sup>nd</sup> disciplinary problem, the student could be expelled from the program. Program fee will not be refunded due to expulsion because of behavior.
- Disruptive items can be confiscated until the end of the program

These rules are applicable wherever the day's program schedule is held. These rules are subject to change without notice. However, advance notice of any changes will be given to the participants. This release and assignment shall inure to Vital Link's benefit as well as to the benefit of Vital Link's subsidiaries, affiliates, license, successors and assigns, if any.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Print name – Parent/Legal Guardian

\_\_\_\_\_  
Emergency Contact #

\_\_\_\_\_  
Parent e-mail address

\_\_\_\_\_  
Participant Signature

\_\_\_\_\_  
Participant e-mail address

\_\_\_\_\_  
Print name - Participant

Phone 949-646-2520 - Fax 949-646-2523

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