



Participation Contract and Expectations for Conferences/Trips

Raritan Valley Community College (RVCC) supports leadership development and therefore supports students' participation in conferences and leadership development opportunities.

By signing below, the undersigned agrees to the following terms and conditions:

1. I understand that RVCC is investing financially in my conference participation and that I will do everything in my power to make the most of the experience.
2. I will at all times represent the college in a positive way.
3. During all parts of the conference, my language, words, dress, and behavior will always be respectful and appropriate.
4. I will not use and/or be in possession of alcoholic beverages and other illegal drugs during any part of the conference/trip.
5. I will attend and participate in all scheduled parts of the conference.
6. I will be prompt and attentive at all conference events.
7. I will create and implement a plan to bring this information back to RVCC and apply through my leadership role. The plan will be submitted to my organization's advisor and the Director of Student Life within three days of returning from the conference.
8. I fully intend to continue serving in my leadership role for the remainder of the academic year to fulfill my term of service (for elected positions.)
9. If I choose to engage in negative behavior that reduces my ability to participate fully in the conference, I understand that I may have to return home at my own expense.
10. Upon returning from the conference, I will complete a conference evaluation and reflection.
11. I will participate in a group presentation on the information gained within 30 days of the conference.
12. I understand that if I choose to not fulfill my responsibilities with my student organization/club, that I may be expected to reimburse the college for the cost of my conference attendance and participation. Cost of registration, hotel, and travel may all be billed to my student account at the discretion of the Director of Student Life.

Conference Name

Location/Date

Print Name CLEARLY

Organization/Position

Signature

Date