



Global Futures Summer School Terms and Conditions of Offer and Participation

1. Introduction

These Terms and Conditions apply to the student's offer of a place on the **Global Futures Summer School** at Durham University ("the Programme"). By accepting an offer of a place, the student and their parent or legal guardian agree to be bound by these Terms and Conditions.

The Programme is a residential pre-university summer school for students aged 16–17 and includes academic teaching, supervised residential accommodation, social activities, excursions and pastoral support. The details of the Programme to be provided by Durham University (the "University") will be as detailed in your offer letter (the "Offer Letter").

2. Contact

For any questions about the Programme, please contact:

Global Futures Summer School Team

Email: gfss@durham.ac.uk

3. Offer of a Place

3.1 An offer of a place on the Programme is made subject to:

- completion of the application process
- payment of the required application deposit and/or programme fees
- submission of all requested documentation
- satisfactory review of eligibility, welfare, medical and safeguarding information
- compliance with any visa or travel requirements where applicable

3.2 Durham University reserves the right to withdraw an offer, or refuse participation, where:

- information provided in the application is inaccurate, incomplete or misleading
- required documentation is not received by the stated deadline
- payment deadlines are not met
- the University reasonably considers that it cannot safely or appropriately support the student's participation
- the student or parent/guardian does not agree to these Terms and Conditions

4. Eligibility

4.1 To participate in the Programme, students must:

- be aged **16–17** for the duration of the Programme

- meet the stated academic and English language requirements
- provide all required application materials
- provide accurate medical, welfare and emergency contact information

4.2 Durham University reserves the right to request additional information where necessary to determine suitability for participation.

5. Acceptance of Offer

5.1 A place is only confirmed once:

- the offer has been accepted in writing or through the designated process
- the required deposit/payment has been received
- all requested forms and documentation have been submitted by the relevant deadlines

5.2 If the student does not accept the offer or complete the required steps by the specified deadline, the University may withdraw the offer and allocate the place to another applicant.

6. Fees, Deposit and Payment

6.1 The Programme fees will be stated in the offer letter or related offer documentation.

6.2 A **£500 application deposit** is required at the application stage.

6.3 If a student is **not offered a place**, the £500 application deposit will be refunded in full.

6.4 If a student is **offered a place**, the £500 application deposit will be credited towards the total Programme fee.

6.5 If an applicant withdraws after submitting the application, or declines an offer of a place, the £500 application deposit is non-refundable.

6.6 The remaining balance of the Programme fee must be paid by the deadline stated in the offer documentation.

6.7 If payment is not received by the deadline, Durham University reserves the right to withdraw the place and retain any non-refundable sums already paid.

6.8 Unless expressly stated otherwise, the Programme fee covers the elements specified in Programme materials, which may include:

- academic teaching
- residential accommodation
- meals
- social and cultural activities
- certain excursions
- welfare and pastoral support
- graduation/final event
- certificate of attendance

6.9 Unless expressly stated otherwise, the Programme fee does not include:

- international or domestic travel to and from Durham
- visa costs
- passport costs
- insurance
- spending money
- optional personal purchases
- medical expenses or prescription charges
- any costs arising from early departure, removal from the Programme, or travel rearrangements

- any fees charged by your bank or credit or debit card provider, including any applicable foreign currency transaction fees, which the University shall not be responsible for

7. Cancellation, Withdrawal and Refunds

7.1 Withdrawal by participant before the Programme

If a student withdraws after accepting their place:

- the £500 deposit remains non-refundable
- any additional refund will be considered in accordance with the refund policy set out in the offer documentation
- where applicable, a refund of fees beyond the deposit may only be made if the University is able to fill the place or where the stated refund policy allows

7.2 Withdrawal by participant after the Programme has started

If a student leaves the Programme early for any reason, including without limitation homesickness, conduct issues, illness (unless otherwise agreed), emergency circumstances or personal choice, Durham University is under no obligation to refund fees already paid.

7.3 Cancellation by Durham University

Durham University reserves the right to cancel the Programme, or any part of it, due to circumstances beyond its reasonable control, including but not limited to:

- insufficient recruitment
- staff illness or unavailability
- health and safety concerns
- travel disruption
- government restrictions
- force majeure events

Where the University cancels the Programme before it begins, fees paid to the University will normally be refunded. The University will not be liable for additional expenses or consequential losses such as:

- flights
- visa costs
- insurance costs
- other third-party expenses

7.4 Changes to Programme content

The University reserves the right to make reasonable changes to academic content, staffing, excursions, accommodation or activities where the University deems it necessary. Copyright and all intellectual property in course materials provided to students shall at all times remain the property of the University and no copying of course materials is permitted for any reason without the express written permission of the University.

8. Travel and Arrival

8.1 Students and their parents/guardians are responsible for arranging and paying for travel to and from the UK and Durham unless Durham University explicitly confirms otherwise.

8.2 Students and parents/guardians must follow the arrival and departure instructions issued by the University.

8.3 Accurate arrival and departure details must be provided by the stated deadlines.

8.4 The University requires students arriving outside designated times to make alternative arrangements at their own cost.

8.5 Parents/guardians remain responsible for ensuring that the student has the correct travel documentation, including visa documentation where required.

9. Visas and Immigration

9.1 It is the responsibility of the student and their parent/guardian to ensure that the student has the appropriate permission to travel to and participate in the Programme.

9.2 Where applicable, Durham University may provide supporting documentation for visa purposes, but the University does not guarantee visa approval.

9.3 No refund will automatically be due if a visa is refused, unless this is provided for in the Programme refund policy or otherwise agreed by the University.

10. Medical Information and Health

10.1 Full and accurate disclosure of medical conditions, allergies, medications, dietary requirements, mental health needs, disabilities, learning support needs, or other relevant welfare information must be provided before arrival.

10.2 Parents/guardians must notify the University immediately if there is any change in the student's health, medication, support needs or circumstances before the Programme begins.

10.3 Durham University reserves the right to assess, taking into account its obligations under the Equality Act 2010, whether it can reasonably support the student's needs within the resources and environment of the Programme.

10.4 If necessary for safety or welfare reasons, the University may:

- request further information
- require additional arrangements to be put in place
- place conditions on participation
- withdraw a place where appropriate support cannot reasonably be provided

10.5 Students must bring sufficient medication for the duration of the Programme, unless otherwise agreed.

10.6 Students must not share medication with other participants.

11. Emergency Medical Treatment

11.1 By accepting the offer, the parent/guardian authorises Durham University staff to seek emergency medical, dental or hospital treatment for the student where the parent/guardian cannot be contacted in time and treatment is considered necessary.

11.2 The University will take reasonable steps to contact the parent/guardian as soon as possible.

11.3 Any costs associated with medical treatment, prescriptions, transport, or related care remain the responsibility of the student and their parent/guardian unless covered by the NHS, insurance, or otherwise stated.

12. Safeguarding and Welfare

12.1 Durham University is committed to providing a safe and supportive environment for students attending the Programme.

12.2 The Programme will operate in accordance with the University's safeguarding procedures and expectations for work with under-18s.

12.3 Students must comply with all welfare, supervision and safeguarding arrangements, including:

- sign-in/sign-out procedures
- curfews
- attendance checks
- supervision arrangements for activities and excursions
- rules relating to accommodation and movement around the city/campus

12.4 The University reserves the right to impose reasonable restrictions where required for student safety and welfare.

12.5 For safeguarding and operational reasons, parents/guardians are not permitted to enter student accommodation, teaching spaces or other programme locations except at designated arrival and departure times or by invitation at an allocated time by programme leads.

13. Residential Accommodation

13.1 Students will be allocated accommodation by the University and are not entitled to choose a specific room, building, or college unless expressly agreed. All accommodation is customarily used for student residence during the University's academic terms.

13.2 Students are expected to keep their room in a reasonable condition and behave respectfully towards accommodation staff, other students and property, and to follow any directions given by the University's staff in regard to noise and appropriate behaviour.

13.3 The University reserves the right to charge the student or their parent/guardian for any damage or destruction of the accommodation or any property belonging to the University and for any unusual cleaning bills incurred as a direct result of any act or omission by the Student including any damage caused deliberately, recklessly or negligently.

13.4 Students must not invite guests into accommodation unless expressly authorised by Programme staff.

13.5 Students must comply with rooming, curfew and residential supervision arrangements at all times.

14. Academic Participation

14.1 Students are expected to attend all academic sessions, workshops, excursions, welfare briefings and timetabled activities unless excused by Programme staff.

14.2 Durham University reserves the right to withhold a certificate of attendance where attendance or participation has been poor.

14.3 Academic content is provided for educational enrichment and is not formal accredited degree study unless otherwise explicitly stated.

15. Behaviour and Conduct

15.1 Students must behave responsibly, respectfully and safely at all times.

15.2 Students must comply with:

- University instructions
- Programme rules
- the Student Code of Conduct
- safeguarding and welfare procedures
- any applicable policies of Durham University made known to the student
- local laws and regulations

15.3 Serious misconduct, repeated misconduct, or behaviour that places the student or others at risk may lead to sanctions up to and including immediate removal from the Programme.

15.4 Where a student is removed from the Programme for conduct reasons:

- parents/guardians will be informed
- arrangements may need to be made for the student to return home early
- any related travel or supervision costs may be charged to the parent/guardian
- no refund of fees will normally be due

16. Prohibited Items and Activities

Students must not:

- purchase, possess or consume alcohol
- smoke, vape or use nicotine products
- possess, use or distribute illegal drugs or psychoactive substances
- possess weapons or dangerous items
- engage in bullying, harassment, discrimination, intimidation or abusive conduct
- leave supervised areas or accommodation without permission
- engage in unsafe, illegal or inappropriate behaviour
- tamper with fire safety equipment
- share rooms in ways not authorised by staff
- record audio or visual media at any time

Any serious breach may result in immediate disciplinary action.

17. Photography, Video and Media Consent

17.1 Durham University may take photographs or video recordings during the Programme for educational, promotional and reporting purposes, subject to the consent provided.

17.2 Images may be used in:

- printed publications
- websites
- presentations
- social media
- other promotional materials

17.3 The University will not normally publish full names alongside identifiable images of under-18 participants.

17.4 Consent may be withdrawn in writing, but withdrawal will not affect materials already published or produced before the withdrawal was received.

17.5 Unless otherwise stated, media consent remains valid for three years from the date consent is given.

18. Data Protection

18.1 Durham University will process personal data in accordance with applicable data protection legislation, including the UK GDPR and Data Protection Act 2018.

18.2 Personal data may be used to:

- assess and administer applications
- manage participation in the Programme
- support welfare and safeguarding
- communicate with students and parents/guardians

- monitor and improve services
- comply with legal and regulatory obligations

18.3 Data may be shared internally with relevant University staff and externally where necessary for Programme delivery, safeguarding, insurance, medical or legal purposes.

18.4 Further information can be found in Durham University's privacy information and subject access guidance.

19. Personal Property

19.1 Students are responsible for their own personal belongings.

19.2 Durham University does not accept liability for loss, theft or damage to personal property except where caused by the University's negligence or other liability that cannot lawfully be excluded.

19.3 Students are strongly advised not to bring high-value items unless necessary.

20. Insurance

20.1 Students and parents/guardians are strongly advised to arrange appropriate insurance, including where relevant:

- travel insurance
- medical insurance
- cancellation insurance
- personal property insurance

20.2 The University is not responsible for arranging such insurance unless expressly stated.

21. Use of University Facilities and IT

21.1 Students must use University buildings, equipment, digital platforms and IT systems responsibly and in accordance with instructions.

21.2 Misuse of IT systems, inappropriate online behaviour, or accessing/sharing offensive, illegal or harmful material may be treated as misconduct.

22. Excursions and Activities

22.1 Participation in excursions and activities is subject to Programme supervision and risk management arrangements.

22.2 Students must follow staff instructions and any rules set by venues, transport providers and activity leaders.

22.3 The University reserves the right to alter or cancel excursions and activities where necessary for safety, welfare, operational or other reasonable reasons.

23. Communication with Parents / Guardians

23.1 Durham University will normally communicate directly with parents/guardians on significant matters relating to safety, welfare, conduct, medical issues, or participation.

23.2 The University may contact parents/guardians where a student's behaviour, wellbeing or compliance gives cause for concern.

23.3 Parents/guardians may contact the programme leads by e-mail or telephone if they wish to discuss any matters relating to the child.

24. Certificates and Completion

24.1 Students may receive a certificate of attendance or completion at the end of the Programme.

24.2 The University reserves the right not to issue a certificate where:

- attendance has been poor
- conduct has been unacceptable
- the student leaves early
- Programme requirements have not been met

25. Complaints

25.1 If a parent/guardian or student wishes to raise a concern during the Programme, they should do so promptly with the Programme team so that the matter can be addressed where possible.

25.2 Formal complaints should be submitted in writing to the Global Futures Summer School Team at gfss@durham.ac.uk.

25.3 Complaints will be considered in accordance with the University's relevant processes.

26. Amendments

26.1 Durham University reserves the right to make reasonable amendments to these Terms and Conditions where necessary.

26.2 The version in force at the point of accepting the offer will apply unless the University notifies participants otherwise.

27. Agreement

By accepting the offer of a place on the Global Futures Summer School, the student and parent/guardian confirm that:

- they have read and understood these Terms and Conditions
- all information supplied is accurate to the best of their knowledge
- they agree to comply with the requirements of the Programme
- they understand that participation is subject to these Terms and Conditions and the Student Code of Conduct