

URBAN STUDIES – BEIJING TRIP (SEPTEMBER 2014)  
Student Memorandum of Understanding

Congratulations! As a class, we are about to embark on a trip to Beijing, China where we will have a life-changing, experiential learning experience outside the traditional classroom. Please keep in mind that while abroad, you will represent yourself, the instructors, and Stanford University—so please act respectfully and in accordance with the legal, cultural, and social norms of the host country at all times. **This trip is not a vacation, but a guided academic trip with set learning outcomes.** As a trip participant, you are expected to participate in all trip activities. Please sign below to accept the following responsibilities:

PROFESSIONAL CONDUCT

- Be punctual and attend all trip-related meetings, activities, and fieldwork sessions. You will not engage in any concurrent employment, research, or academic study during that time.
- Dress appropriately according to cultural and professional standards.
- Act respectfully towards our institutional hosts and community members at all times. If you are unsure of cultural norms or appropriate behavior, please consult a member of the teaching team.

PRE-FIELD PREPARATION

- Attend the group trip orientation or in-person meeting with the instructors in June 2014.
- Attend a virtual group Google Hangout pre-departure meeting in August 2014.
- Join the Piazza group and complete the pre-trip preparation assignment during the summer.
- You will be responsible for purchasing your plane tickets, acquiring your China visa, and obtaining all health immunizations before the trip.
- Provide a copy of your passport, visa, and health insurance information to the teaching team.

ACADEMIC EXPECTATIONS

- Upon returning to campus, enroll in 2 units of directed reading (URBANST197) for your Autumn 2014 study list, adding Deland Chan and Kevin Hsu as the instructors.
- Submit all written assignments and final project deliverables on time.
- Contribute photos, videos, and written posts to the trip blog while in Beijing.
- Participate in a post-trip debrief meeting on campus or via teleconferencing in Autumn 2014.
- Submit a final written reflection by September 30, 2014.

RECORDING & DOCUMENTATION

- Images and video taken of me may be used in Stanford and public websites. Please initial \_\_\_\_
- Student quotes, verbal or written, may be used on public websites and publications, such as the Stanford Teaching Commons. Please initial \_\_\_\_
- Contribute your own photos and videos to a class pool.

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Please note that if you are unable to fulfill any of these conditions, the Program on Urban Studies reserves the right to dismiss you from the trip and ask that you reimburse the Program for all trip expenses.

I understand the above and agree to fulfill my commitments and responsibilities as part of the International Urbanization Seminar trip.

Name (printed): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_