



## 4500 – Student Co-Curricular Travel

**Policy Owner:** Vice President for Student Success

**Associated Procedure:** Pending

**Date Adopted:** November 9, 2021

**Date Last Amended:** N/A

**Date Last Reviewed:** November 9, 2021

Student co-curricular travel is an important component of the student life experience that has a plethora of benefits, including the ability to significantly reinforce learning, develop leadership skills, enhance communication skills, provide a robust student life experience, allow students to explore new interests and hobbies, and provide opportunities for students to meet others from diverse backgrounds. It is important to the educational mission of the College that these experiences be planned in ways that maximize student learning and participation, while minimizing risk and disruption with other scheduled College activities.

Student co-curricular travel is defined as an enhancement or supplement to the educational experience of students. It's an off-campus excursion that is not tied to the academic curriculum or a credit-bearing or non-credit course. This excludes the following: internships, study abroad, service-learning assignments for individual students, or on-campus activities.

Student co-curricular travel opportunities are College-sponsored events and, as such, all relevant College policies and procedures, state, and federal laws apply to participants and chaperones. All participants are held individually responsible for their personal conduct while participating in co-curricular travel. Participants who violate College policies and/or procedures (i.e., Student Code of Conduct, Human Resources Manual) while participating in co-curricular travel may be subject to appropriate disciplinary action. The following limitations apply:

- I. Co-curricular student travel may not be scheduled when or where there are abnormal hazards to health or safety.

- II. Co-curricular student travel involving minors may be subject to additional guidelines.
- III. Co-curricular student travel outside the territorial United States may be conducted only with the approval of the President of HCC.