



Department of Marketing and Management
BUS304 - International Study Tour: China 2012

Registration Form

Instruction

1. Complete all required sections in this form in full - form will be returned if any details are left blank.
2. Read the university Outbound Mobility Program Policy, which is available on the university website
http://www.international.mq.edu.au/goingabroad/important/student_exchange.
3. Sign the Acknowledgement of Conditions on the second page.
4. Apply for a Macquarie travel grant online at
<http://www.international.mq.edu.au/goingabroad>. Applications are processed on the 15th of each month and Macquarie International will contact you with a decision on your application around the end of that month.
5. To secure a place, you need to submit the registration form to the study tour coordinator Dr. Yimin Huang (submit in person to her office E4A 450, or email a copy of scanned form with your signature to stephanie.huang@mq.edu.au) as early as possible. The registration closes on **27th July, 2012**. The full payment of travel fees is due by **7th August, 2012**.
6. If you have any questions about this registration form and the study tour please email Dr. Yimin Huang.

Section 1 - Personal Details

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Title (Ms. Miss. Mr. etc.)Family Name	Given Name	Date of Birth
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Student ID	Macquarie Email	Mobile Phone	Country of Citizenship
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Faculty

Department

Degree/major Enrolled

Section 2 - Emergency Contact

You must provide current contact details for a family member whom we can contact in an emergency while you are overseas.

–
Relationship with Student

Family Name

Given Name

–
Current Address
Code

State/Country

Post

–
Mobile (including country code)

Telephone (work)

Telephone (home)

–
Email address (please write clearly)

Section 3 - Details of the International Study Tour - China 2012

Program Name:	BUS304 "International Study Tour: China 2012"	Program Type: Study tour involving partner university
Country of Destination:	Shanghai and Beijing in China	
Unit Coordinator:	Dr. Yimin (Stephanie) Huang, Department of Marketing and Management Faculty of Business and Economics	
Dates of Program:	From 17 th September to 30 th September 2012 (plus a series of seminars at Macquarie prior to the trip)	
If not travelling with the group, date of your departure from Australia:		
If not returning with the group, date of your return to Australia:		
Would you prefer a twin-share or single accommodation?	1. Twin-share	2. Single

Section 4 - Acknowledgement of Conditions

I acknowledge that:

1. All the details I provided in the Registration Form are correct.
2. I have met pre-requisites for participation in this international study tour program (or a waiver has been granted).
3. I have read and I understand the Outbound Mobility Program Policy, which is available on the university website http://www.international.mq.edu.au/goingabroad/important/student_exchange .
4. I understand that the relevant terms of the Outbound Mobility Program Policy apply to me whether or not I receive a Macquarie University travel grant.
5. In travelling overseas to undertake the study tour as detailed above I must assume personal responsibility for my own safety and security.
6. I will take full responsibility for myself when engaging in any leisure activities. I will engage any leisure activities in a disciplined and responsible manner. Any leisure activities, such as social drinking and partying, I engage will not adversely affect my capacity to participate in the fieldtrip activities.
7. I will attend all seminars prior to the tour and complete all assessments associated with this unit.
8. Macquarie University may use the information I have provided on the form in any way it deems necessary to ensure my safe and successful participation in the international study tour program, including disclosing that information to third parties.
9. I am responsible for ensuring that I am correctly enrolled in the unit BUS304 in order to receive credit towards my Macquarie University degree for the study tour program which I am undertaking.
10. If I receive a travel grant from Macquarie University but do not complete my study tour I may be required to repay the travel grant, and if I fail to do so an encumbrance may be placed on my Macquarie University enrolment.
11. In case I decide to extend my stay in China after the tour (or arriving earlier), I will be responsible for my own safety, wellbeing and security. My travel insurance policy covers the entire period of

my stay in China. Macquarie University has no responsibility or liability for me outside of the study tour period, which is from 17/09/2012 to 30/09/2012.

12. If I am an international student and in case (e.g. extending stay in China after the tour) I am absent from Australia for more than 28 days I must notify DIAC at least 28 days before my departure from Australia.

Signature

Date (DD/MM/YYYY)