



## Rules, Policies, and Recommendations

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### Course Registration

To register, candidates must fill out the registration questionnaire on the PUP Consortium website. Priority is given to students with demonstrated interest in the subject matter and registered in academic studies at the University of Montana. Priority is also given to graduate students. All students must be at least 18 years of age. They must furthermore be fluent in English.

If UM students do not fill the 15 available spots, remaining spots will be assigned to non-UM students. If the course fills, students who are not assigned spots will be put on a waitlist in case an assigned student drops out in time for another student to take that place. Also waitlisted students will be notified for the next time the course is offered, and their deposits will be refunded in full by the date indicated on the course schedule.

See the course schedule to determine the date by which downpayment must be made by to secure a spot in this course. See the Financial section below for related information.

## Students Experiencing Disabilities

The course does not involve difficult hiking or outdoor skills such as climbing or swimming, but students will hike along trails at each site involving low or moderate difficulty with some inclines and possible rain or wind.

Every effort will be made by PUP to reasonably accommodate students with special needs while balancing the needs of the entire class and the required curriculum, such as preferential housing accommodations, modified diets, providing alternative trails (possibly with a specially hired guide), budgeting extra time, laptop computer availability, or different media for accomplishing tasks. It is the student's individual responsibility to notify the instructors ideally prior to the course of any disability or special need, whether physical or cognitive.

## Information on Costa Rica

There is a wealth of information about Costa Rica and in particular its protected areas. For general sources of updated information, students might consult

1. The [CIA World Factbook for Costa Rica](#)
2. [State Department travel page](#)
3. From a tourist perspective, they can consult [www.costarica.com](http://www.costarica.com)
4. Or review Costa Rica's largest and oldest English language newspaper, [The Tico Times](#)

## Academic Requirements

Given that this is an academic 4-credit course, each student must fulfill the following requirements in order to achieve both the credit and a certificate of completion signed by the co-directors once fulfilled.

1. This course does not require any previous coursework to enroll, only a demonstrated interest in protected area and wildlife management. See the registration questionnaire.
2. Purchase and read the book, [\*The Future Has Other Plans: Planning Holistically to Conserve Natural and Cultural Heritage\*](#) (Kohl and McCool 2016). Purchases in bulk from the author will lower the price. There will be a reading quiz shortly after the students' arrival in country. In addition to the book, students will be sent prior to arrival in Costa Rica a digital reading pack whose contents will include both mandatory and optional readings, although it is highly recommended that each student reviews the pack contents prior to arrival.
3. Students are expected to attend all sessions in the course unless they have a justified absence which include medical, legal, or family issues as approved by the co-

directors previous to the planned absence whenever possible. Three cases of being late may be grounds for possible removal, especially when that lack of punctuality is avoidable. PUP will not record sessions for students, and only will do so for course promotion.

4. All students must choose a protected area of personal interest, most likely near where they live or work, upon which to apply the principles investigated in the course for a final presentation at the end of course.
5. Undergraduate students must also submit a short final paper after they return to the US. Graduate students will submit a larger paper.
6. Graduate students will be asked to lead or co-lead some dialogues during the course.

## Transferring Credits to non-UM Schools

1. This is a graded course.
2. This is a credit course, and the fee includes an obligatory credit recording fee of \$155.
3. Once the student has successfully passed the course, then the University of Montana will process the credit transfer to the student's university. See course schedule.

## What to Bring and Do before Arrival

(See emergency prevention and mitigation plan for additional medical-related suggestions.)

1. Register (includes questionnaire) for the course at [www.pupconsortium.net/fsp-costarica](http://www.pupconsortium.net/fsp-costarica)
2. Make down payment by established date on the course schedule.
3. Buy and read the book *The Future Has Other Plans*. Likely on-campus UMontana students can buy the book in bulk and receive it on campus. Read/review digital articles in course pack.
4. Enroll in the State Department's STEP Program, <https://step.state.gov/> and register your trip to Costa Rica.
5. Ensure that the passport is updated with at least 6 months before expiry at the time of the trip. Americans do not require visas to enter Costa Rica. Tourists can stay 90 days in-country.
6. Prepare equipment and attire considering that student may encounter rain, heat, insects, dust, and low to moderate level of hiking difficulty.
  - a. Outdoor clothes: quick dry short and long-sleeve shirts and sort and long-legged pants. PUP recommends the use of long-sleeve and pants when hiking for insects, rain, and thorns. Also have a hat and hiking boots or sneakers.
  - b. Backpack.
  - c. Sun block, insect repellent, water bottle, hand disinfectant, any medicines specific to your needs. PUP will have a general first aid kit.
  - d. Binoculars, camera, field notebook.

- e. Comfortable casual clothes during class sessions. Costa Rican culture is a little more conservative than American so it is best to wear attire that is culturally appropriate which means not wearing clothing that is too revealing or provocative (except for the beach).
  - f. Umbrella or light poncho/rain jacket
  - g. Sweat shirt, long pants as it can be cooler in Monteverde
  - h. Swimming suit, towel, beach necessities
  - i. Other electronic equipment such as computers. Sites may offer some computers, but PUP cannot guarantee it. Most sites offer internet access, though a prepaid Costa Rican SIM phonecard purchased in the baggage area of the airport will guarantee such access.
7. While Spanish is not required and the trip is short, knowing some Spanish will improve cultural immersion and the general experience.

## Upon Arrival

Students are responsible for the booking and payment of their own airfare to Costa Rica. As soon as their flights are finalized, send the itinerary to PUP.

PUP will set the arrival date during which students need to arrive at the San José Juan Santamaria International Airport (SJO). They can come earlier and their responsibility is to arrive at the airport or the lodging by their own means and resources. Transportation will be provided by PUP from the airport to the lodging. We will do our best to maximize the efficiency of the movement and minimize wait time in the airport.

We recommend, if desired, students can buy a SIM card in the baggage claim area. By swapping the Costa Rican ICE Kolbi SIM card for the American ISP/phone service provider SIM card, allows the phone holder to make calls and have internet access at low cost on the prepaid card. The card can be refilled or recharged through a variety of convenient ways. If the student so chooses to purchase a card, please provide the Costa Rican phone number to PUP for emergency purposes.

## Academic and Behavior Codes

This course follows the University of Montana [Student Conduct Code](#). In general terms, PUP's behavior code is to avoid any behavior, comment, or gesture that makes any other person feel uncomfortable. Therefore, we do not tolerate any form of harassment, discrimination, inappropriate comments or jokes intended to hurt or diminish another person, whether verbal threats, playing music too loudly, threatening gesture, physical acts, or similar. PUP may issue up to two warnings for minor infractions before dismissal. PUP also reserves the right to immediately dismiss a student for a major infraction that seriously hurts another student or threatens the safety of the student or anyone else.

All warnings or disciplinary issues will be reported to the UM Global Engagement Office as soon as practical.

## Dismissal

PUP has the sole right to quarantine or remove/dismiss any student for behavior detrimental to the success of the course (refusal to participate in planned events), threatens the safety of the student or others, or threatens to damage the reputation of PUP, the University of Montana, or any of its partners. In the event of dismissal or evacuation, a student will be responsible for their own food, lodging, and travel from that point forward. PUP is not responsible for providing transportation back to the airport or town, although will make a good faith effort to send the student to their next point whether a hotel or transportation hub. PUP will not reimburse a student for expenses incurred after their dismissal. In the event that a student decides to abandon the course, all expenses are similarly the student's responsibility.

Dismissal results in course failure and no refund. Dismissed students are not eligible to reapply to a future foreign study course offered by PUP, however, students that were unable to complete the course due to academic, personal, or reasons largely beyond their control, can reapply, usually with an explanation why their situation would be different the second time.

For medical quarantine or evacuation, see the Emergency Prevention and Mitigation Plan.

## Alcohol, Drug Use, and Legal Issues in Costa Rica

In Costa Rica, people are legally adults at the age of 18 and thus can legally consume alcohol and vote. For this course, alcohol consumption in moderation is permitted during students' free time away from study sites, such as in La Fortuna. Illegal drug use is strictly forbidden under any circumstances. Students, of course, as adults, are fully responsible before the law for their decisions whether under the influence of alcohol or not. If any student finds themselves in legal trouble, PUP will immediately contact the relevant authorities (i.e., the police) to learn the details of any incident and then report the situation to the US Embassy, the University of Montana, and the emergency contact given by the student. PUP will otherwise make no effort to intervene on behalf of the student in any legal proceedings.

## Financial

1. The flat course fee (see registration page for amount) covers all in-country transportation, housing, instruction, food, UM-sponsored student travel insurance for two weeks, and the credit recording fee of \$155.
2. The fee does not include any international expenses such as airfare, equipment/clothing, the required book, notebooks, pens, computer equipment, in-country non-essential incidentals, transportation/lodging/food in case of dismissal or time in country before or after the official course dates.
3. As part of registration, students must pay a 25% downpayment to secure their spot in the course. All deposits are non-refundable, unless a student has been waitlisted and not offered a space in the course by the date indicated on the course schedule.

In such case, their deposit will be refunded in full. Deposits are also refunded if the course is canceled or modified by PUP/UM in such a way that a student demonstrably can no longer participate. In the latter case, the student must submit a justification for reimbursement based on their particular situation.

4. Final payment (75% balance) must occur by the date indicated in the course schedule. This payment may be refunded if the student withdraws no earlier than 60 days before the course. Half of this amount will be refunded if the student withdraws between 60 and 30 days before the course. No refund will be issued if the student withdraws with fewer than 30 days before the course begins. If PUP cancels the course prior to starting, full payment will be refunded, including the deposit. If PUP is obligated to cancel the course after it has begun, then PUP may issue a prorated refund depending on the date and the circumstances.
5. All participants get a free one-year student membership at PUP.

## Insurance

The course fee includes two weeks of student international travel insurance provided by the University of Montana selection of [GeoBlue International Insurance](#). PUP will provide the Global Engagement Office with all the relevant information to acquire the insurance as well as the corresponding payment and the student does not have to fill out any additional paperwork.

In case the student requires medical attention, evacuation, etc., they must pay upfront and then file a claim for reimbursement. Therefore, it is important to carry a credit card at all times. PUP cannot pay for such services outside those services included in the course fee.

## Personal Beliefs

This course is predicated upon an evolutionary point of view in order to explain the unfolding of values and paradigms over time. While it is not required to believe in evolution, tolerance for this and any other idea expressed by any staff or student is required for purposes of achieving the richest conversation and mutual respect possible. Diversity is very important to achieve such an outcome. For this and other reasons, the program also requires respect for diversity of opinion and beliefs, religious, political, spiritual, or otherwise.

## Use of Student Images for Promotions

Students will be requested to sign a release that allows the course to use their images (in still and video formats) for promotional reasons only. Names of students will not be linked to images, though, students may be interviewed for articles or quotes, for which students can opt out of using their names.

I have read and understood this document and accept all the terms of PUP Global Heritage Consortium's policies outlined above on this \_\_\_\_ day of \_\_\_\_\_ 2023.

Participant Signature \_\_\_\_\_

Participant Name (Please Print) \_\_\_\_\_

Acknowledgment of agreement occurs during the registration process online.