

All participants are expected to read this Participation Contract in its entirety. Questions should be sent to study.abroad@wku.edu.

PROGRAM LEADERS

Dr. Jean-Luc Houle
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COURSES

ANTH 432: Field Course in Archaeology

PROGRAM DESCRIPTION

This collaborative project between Western Kentucky University and the National Museum of Mongolia aims to investigate human-environment relationships and understand the nature of the social, political, and economic organization of Bronze and Iron Age societies in the Züünkhangaï region of Mongolia through the use of landscape and settlement archaeology.

The 2023 field season will include regional survey and excavation of ancient nomadic pastoralist habitation sites and ritual monuments. Participants will receive training in survey, proper methods of unearthing and documenting materials, and other related field and lab methods.

This project accommodates participants wishing to receive academic credit through WKU and those just willing to gain archaeological field experience.

PROGRAM DETAILS

LOCATION: Ulaanbatar, Mongolia and field work to take place in Zuunkhangai region of northwestern Mongolia

ACADEMIC TERM & PROGRAM DATES: Summer 2023 – May 25 to June 20

ITINERARY (*subject to change*)

May 25:	Participants arrive in Ulaanbatar for program start
May 26-27:	Orientation and preparation for fieldwork
May 28-June 17:	Archaeological Fieldwork in Zuunkhangai
June 18:	Travel by land to Ulaanbatar (journey expected to take 2 days)
June 20:	Participants depart Ulaanbatar

The schedule is subject to change due to educational opportunities that may arise unexpectedly, the vagaries of weather, and other factors beyond the control of the course instructors and staff.

ELIGIBILITY

- **COVID-19 Vaccines:** All participants on this program are ***strongly*** recommended to be up-to-date on their COVID-19 vaccination prior to departure. "Up-to-Date" means receiving all primary doses of a CDC, FDA, or WHO authorized vaccine that is accepted in your host location and all boosters recommended for you, when eligible, at least 14 days prior to program departure.
 - COVID-19 vaccine entry & access requirements in your program's location(s) are subject to change. Participants are responsible for meeting vaccine requirements stated by the host destination. Participants who choose not to follow health recommendations or rules may be denied or have restricted access to transportation, events, venues or other essential aspects of participation in this program.
 - WKU has no responsibility for any financial consequences that may result from a participant being denied entry to the program location or denied access to transportation, venue, or other activity associated with the program because they chose not to meet health requirements or recommendations.
- Permission of Dr. Jean-Luc Houle is required to participate on the program. Students must apply with Dr. Houle prior to completing the Global Learning & International Affairs application.
- Student must complete the Global Learning & International Affairs online application process.
- Student must be in good academic standing.
- Student must have a minimum GPA of 2.0.
- Current WKU students eligible to register for WKU courses may apply. Students from outside WKU may participate as [visiting students](#).
- Students must be 18 years of age or older at time of departure.
- Students must possess a passport valid for at least six (6) months after return date.
- Students must be free of active disciplinary sanctions as verified by the Office of Student Conduct.
 - Students who become ineligible to attend the program after applying due to disciplinary sanctions will be subject to standard program cost penalty rates. Students are responsible for notifying the Office of Global Learning & International Affairs when they become aware of this ineligibility.
- Students must complete all pre-departure orientations.
- Full payment is due prior to date of departure.

PROGRAM FEE

Estimated Program Fee: \$2800 (final price contingent upon # of participants & prices on the ground in Mongolia)

Included in Base Package

- Undergraduate tuition for 3 credit hours (if enrolled at WKU)
- Lodging during field work in Zuunkhangai region (dorm style accommodation)
 - See exceptions below concerning medical quarantines
- Transportation to/from Zuunkhangai
- Meals in the field
- Insurance that covers accidents, medical treatment, security evacuation, repatriation, and trip interruption

Excluded from Base Package

- Transportation to/from home location to Mongolia
- Lodging & meals in Ulaanbatar – Dr. Houle will provide information for which hostel to use
- [Travel Cancellation Insurance](#)- highly recommended
 - Most travel cancellation insurance policies require that insurance is purchased within a specific timeline after making a program deposit payment. See individual plan policies for more information.
- Medical costs not covered by WKU travel insurance and/or participant's personal insurance
 - Participants are responsible for additional costs related to COVID-19 or other illness, such as required COVID testing prior to, during, and after travel; costs related to mandatory quarantines while on-site that are in

addition to the program cost, such as additional lodging, meals, and/or transportation costs caused by the quarantine or illness

- Items not explicitly listed as included
- Independent travel expenses (voluntary travel not required for course completion)
- Personal expenses such as laundry, phone service, and Internet access
- Tips for guides and drivers not included in program-related activity
- Meals, services, and beverages not mentioned as designated group meals
- Baggage fees and costs associated with flight / program logistical changes based on the student's preference (as possible)

Faculty-Led Program fees are not eligible for employee tuition waivers or discounts.

GLIA does its best to include all anticipated costs and contingencies in this Participation Contract. On occasion, the terms of this contract may change due to significant changes in programming or pricing.

LOGISTICAL REQUIREMENTS & CONSIDERATIONS

- **Travel ID Requirements** - Each participant must have a passport that includes an expiration date which is 6 months beyond the last date of the program. **Please begin application process no later than 4 months prior to departure.**
 - Participants should check with the Mongolian embassy/consulate to determine if a visa is needed
- **COVID-19 Social Distancing Requirements-**
 - Participants should expect social distancing measures and regulations, including the wearing of masks, to be in place for the duration of their program. All participants must follow social distancing regulations put into place by the program, host locations, and/or airports/airlines.
 - It is highly encouraged for all program participants to practice social distancing measures for at least a week prior to program departure to limit the risk of being exposed to COVID-19. This includes wearing masks and where possible, staying at home.
- **Physical Considerations-** All participants should be in good physical condition and be able to adapt to basic living conditions. We will stay in dorm rooms in a school in a local town, use pit toilets, and filter and carry our own water. Survey work requires participants to walk up to 4-6 miles per day, sometimes in moderately difficult terrain such as hill slopes, rocky terrain, and wooded areas. Excavation work at the sites involves carrying equipment to and from the vehicles, working on one's hands and knees, and moving stones and soil in and out of excavation trenches using hands, trowels and shovels. Travel in the vehicles is usually bumpy and uncomfortable (but fun!), and the Mongolian concept of personal space is not as generous as the American. In Mongolia, transportation is, for the most part, just that—transportation. Having said the above, we also emphasize that none of the tasks expected of the participants are particularly strenuous or demand more than limited physical strength.
- **Flight Logistics-** Participants are responsible for securing their own flights to/from the program location(s):
 - **Arrival and departure parameters:** Dr. Houle will provide accepted participants with arrival and departure parameters. Generally, participants should arrive in Ulaanbatar no later than May 25 and depart no earlier than June 20.
 - For U.S. Citizens, flights must not transit through Russia or China.
 - It is highly recommended that participants purchase flight cancellation insurance, which could include Cancel For Any Reason (CFAR) travel insurance.
 - Should the program be cancelled or the participant withdraw, the participant is responsible for contacting the airline(s) to cancel their flight and for any cancellation fees that may apply.

PAYMENT TERMS AND CONDITIONS

<p>Payment & Billing Schedule</p> <p>January 1, 2023 – Priority Application & Non-refundable Program Deposit (\$250) Payment* Deadline</p> <p>February 28, 2023- Final Application & Non-refundable Program Deposit Deadline</p> <p>February 1, 2023 –Program Fee will be invoiced to student's TopNet account (minus \$250 non-refundable deposit*). Balance must be paid by payment deadline. Students applying after this date will be billed on a rolling basis.</p> <p>April 15, 2023 -Program balance payment deadline**.</p> <p>* Deposit paid by student directly with a credit/debit card at time of application acceptance– NOT billed to student account. Deposit required to confirm space on program roster.</p> <p>**Students may provide an award notification for financial aid from WKU's Student Financial Assistance office that verifies financial aid amount and disbursement date if after payment deadline.</p>	<p>Withdrawal Penalty & Non-Payment Policy:</p> <p>Deposit Non-Refundable</p> <p>After February 1: 25% of program cost remains billable After March 1: 50% of program cost remains billable After April 1: 75% of program cost remains billable After April 15: 100% of program cost remains billable/No refund</p> <p>If a balance remains after the payment due date, a transcript and registration hold will be placed on the student's account by the WKU Bursar's Office.</p> <p>Withdrawal Process: The student must inform Global Learning & International Affairs directly and in writing (email accepted, study.abroad@wku.edu) if he or she chooses to withdraw from a program. No other statements of withdrawal will be considered as notification of withdrawal, therefore, the student will still be considered a program participant until this written notification is received. Withdrawal penalties will be based on the notification date as listed in the Payment Terms and Conditions section of this Participation Contract (see above) and are in effect regardless of when program deposit is paid.</p>
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Program Cost Invoicing: Your program balance will be invoiced to your TopNet account for the term in which the program takes place. When making payments for your program balance, please let the WKU Cashier's Office know that your payment is for your faculty-led program balance. The total amount due in your semester bill may reflect the combined charges for multiple terms (i.e. Fall and Winter or Spring and Summer) and includes program fees for your Faculty-Led program. Please see your TopNet account for a breakdown of amounts due per term. If you have any questions, please email study.abroad@wku.edu.

Financial Aid: Students are reminded and encouraged to complete the FAFSA (Free Application for Federal Student Aid) even if you have not received financial aid in the past (must be a U.S. Citizen or eligible noncitizen to complete FAFSA) . You must have a FAFSA on file if you plan to use federal financial aid to help cover the cost of the program. If your financial aid will disburse after the program balance payment deadline, you may provide an award notification for financial aid from WKU's Student Financial Assistance office that verifies financial aid amount and disbursement date. Please reach out to Tiffany Denton (tiffany.denton@wku.edu) in the Student Financial Assistance office for questions on financial aid.

STUDENT DISABILITY SERVICES

In compliance with university policy, students with disabilities who require accommodations (academic adjustments and/or auxiliary aids or services) for this course must contact the Student Accommodations Resource Center (SARC) on the first floor of Downing Student Union. Contact SARC at 270.745.5004. Please DO NOT request accommodations directly from the professor, instructor, or Office of Study Abroad & Global Learning without a letter of accommodation from the Office for Student Disability Services.



LIABILITY DISCLAIMER

Western Kentucky University and its associates are not responsible for any loss due to theft, personal injury, flight or weather delays, negligence, or default of suppliers, or suppliers changing of itineraries. They and their associates are not responsible for any loss due to travel/flight delays or changes in travel plans due to Acts of Nature or other unforeseen circumstances, nor are we responsible for accidents and medical care. Tour services are furnished by independent contractors who are not agents or servants of Western Kentucky University. Refunds are not available for unused portions of the package.
