

ICO Program Policies & Responsibilities of ICO Participants

*Please refer to the ICO tab on the Campus Ministries website (www.gcc.edu/campusministries) for all required forms and helpful information.

1. All students who desire to participate in a college-sponsored ICO trip must first talk with one of the leaders of the trip about participation. The team leader(s) will collect a list of people interested and then will pray over whom to invite to participate in the ICO. Once the leaders have chosen who to invite to consider being part of the team, the leaders then will be in touch with students about the next step in the process, which may involve an application or an interview with the trip leaders.
2. All policies as stated in the Grove City College handbook, the Crimson, are in effect while students are on an ICO.
3. Only current GCC students, faculty, and staff are permitted to participate in GCC approved ICO trips. If a student graduates from Grove City College prior to the date of an ICO trip, he or she is not permitted to participate on that ICO trip.
4. Participation in an ICO trip requires a large commitment of time to dedicate to trip preparation, prayer, team building, spiritual preparation, and support raising. Depending on a participant's other extra-curricular involvement, other activities may need to be limited to give the necessary time to participate in weekly team meetings and team support raising activities, as the commitment to be involved in an ICO trip should not be taken lightly and should take priority in one's schedule.
5. Trip participants are expected to attend all ICO team meetings, as these meetings are a time when essential information about trip preparation is disseminated, spiritual preparation takes place, and team bonding occurs. If a team member does not show a commitment to an ICO by not making meetings a priority in his or her schedule, he or she may be asked to leave the team.
6. It is highly recommended that trip participants research and receive recommended vaccinations for the country to which they are travelling. Travelling to a country outside of the United States has certain health risks, some of which can be lessened by receiving immunizations recommended by the Center for Disease Control and Prevention (see recommendations on the CDC website at <http://wwwn.cdc.gov/travel/destinationList.aspx>). It is the responsibility of trip participants to research and make arrangements to receive these immunizations.

7. It is expected that ICO participants will show appropriate respect to the team leader(s) and the ministry hosts at the ministry site.
8. Trip participants are responsible for raising the money to fund their trip. Trip leaders may submit a budget to the ICO committee to apply for partial funding for the trip, but the majority of the trip costs are the responsibility of each individual participant.
9. The dates of ICO trips, including days to travel to and from the ministry site, must be scheduled so that students on the trip do not miss any classes. ICO trips are not considered Provost-excused absences from class.
10. Trip participants are required to complete and submit all required online forms and hard copy documents by the deadline set by the Director of Campus Ministries. These documents include an online participant application and health form, student waiver, parental joinder and consent form, student release as well as uploading scans of health insurance cards and passports into the online application. Parent/guardian signatures are required on the student release and the parental joinder and consent form for all students participating on an ICO trip. Students traveling internationally are also strongly encouraged to upload verification of recommended immunizations and preventive medication. Trip participants who do not complete all of the required online forms and paperwork will not be permitted to go on the trip and will be responsible for refunding any college allocated funds.
11. Trip participants are expected to collaborate with other team members in raising funds through group fund raisers, as well as individually raising their own support through writing support letters, speaking at their home church, and other means.
12. ICO programs and locations are evaluated using information provided by the U.S. State Department, U.S. Consulates, Centers for Disease Control and Prevention (CDC), Department of Homeland Security and OSAC (Overseas Security Advisory Council). Warnings issued by any of these agencies may necessitate the cancellation of an ICO trip, even up to the last minute. **Please note that the college is not responsible for reimbursement of funds expended prior to such a cancellation.**
13. All international teams must meet with the Director of the Office of International Education to discuss country-specific cultural information and safety issues. This meeting is mandatory and all team members are required to attend.

14. Teams are expected to get together within two weeks of returning from the trip to debrief the experience. Trips leaders are expected to facilitate this time, and participants are expected to attend and be engaged in the experience.