

## ACU Study Abroad Facilities Guest Policy

1. With the exception of guests staying in the ACU program director's apartment (including one designated director's guest room), all guests wishing to stay overnight at an ACU overseas facility must be approved by the CIE Office.
2. All reservations including advance payment are made through the CIE Office.
3. All overnight guests must sign a release and indemnification agreement.
4. Guests may NOT accompany an ACU study abroad group on planned group excursions or tours. Guests are expected to make their own travel and tour arrangements.

A guest of the ACU study abroad facility is defined as any non-program participant.