

## Faculty-Led Study Abroad Accompanying Family Policy (Students)

### Statement on Student Responsibility

Students participating in faculty-led study abroad programs are expected to fully engage in all academic and cultural components of the program and to contribute positively to the group learning environment. Participants are, first and foremost, students of the University of Central Arkansas (UCA).

The university recognizes that, under certain circumstances, students may be able to fulfill all program responsibilities while traveling with family members. This policy provides guidance on when and how family members may accompany students on UCA faculty-led study abroad programs.

It is important to note that not all programs can accommodate accompanying family members, especially children who are not enrolled in UCA courses.

This policy aligns with the **Forum on Education Abroad's Standards of Good Practice**, which emphasize prioritizing "the health, safety, and security of students through policies, procedures, advising, orientation, and training." (Standard 8, [Forum on Education Abroad](#)).

### Accompanying Family Members

For the purposes of this policy, *family* refers to a spouse, partner, significant other, or children.

#### I. Adult Family Members

Adult family members who wish to accompany a student may do so in one of two ways:

1. **As a paying participant:**

The family member must apply to participate in the program as a *community member* and receive approval from both the **Office of Education Abroad** and the **Center for Global Learning and Engagement (CGLE)**. Paying participants cannot serve as a second adult primary caregiver for an accompanying minor since minors are not permitted to take part in programmatic activities.

2. **As an independent traveler:**

The family member may make separate travel arrangements (including airfare, lodging, and activities). However, individuals traveling independently are **not permitted** to:

- Join any program-sponsored activities or excursions
- Utilize transportation, lodging, or services reserved for program participants

Students should limit interaction with accompanying family members to times outside of scheduled program activities, such as evenings, free days, or other designated personal time.

## II. Minor Children

Students wishing to bring children under the age of 18 must receive prior approval from both the **faculty leader(s)** and the **Center for Global Learning and Engagement**. Approval will depend on the child's age and the ability to meet the following conditions:

### A. Children Not Admitted to UCA/Enrolled in Program Course

Minors not admitted to UCA and enrolled in a program course may accompany a student only if **both** of the following conditions are met:

1. A second adult primary caregiver is present for the entire duration of the program, and
2. The child does **not** participate in any programmatic activities.

### B. Minors Eligible for Admission to UCA/Enrollment in Program Course

Minors who meet UCA's criteria for admission and enrollment in a program course (typically High School Juniors or older) may accompany a student without a second adult caregiver **only** if they:

1. Apply for admission as a **visiting student** to UCA, and
2. Enroll in a **1–3 credit hour** course that is formally part of the study abroad program.

These minors will be assessed the same program fees as other UCA students.

## III. Travel and Participation Guidelines

- UCA will **not** arrange travel (including airfare, accommodations, or ground transportation) for family members unless they are **approved, paying participants**.
- Family members who are not paying participants may **not** stay in UCA-booked accommodations or participate in any programmatic activities or excursions.
- Family members may not use transportation or other services reserved for enrolled participants.
- Accompanying family members should not advise or counsel enrolled students on academic, health, or behavioral issues. These matters are the responsibility of faculty leaders and program staff.
- Any other arrangements involving accompanying family members must be **disclosed in advance** and approved according to the guidelines in this policy.