SOUTHERN EDUCATIONAL RESOURCES

NATIONAL STUDENT ACADEMY

ENROLLMENT TERMS, CONSENTS, RELEASE & DISPUTE RESOLUTION AGREEMENT

Agreement for residential National Student Academy programs | Revised November 2026

IMPORTANT: This Agreement contains an assumption of risk, a release of certain claims, and a mediation/ arbitration provision. Read it carefully before signing. Certain rights cannot legally be waived, particularly rights involving minors.

1. Parties, Scope and Definitions

This Agreement (“Agreement”) is between Southern Educational Resources (“SER”), which operates and administers the National Student Academy identified in the enrollment materials (“Academy”), the participating student (“Student”), and the parent or legal guardian (“Parent”) when applicable. Law and Public Safety Education Network (“LAPSEN”) serves as an educational partner providing or coordinating educational content and instructors. SER is responsible for Academy operations and coordination. References to “Academy Director” mean the individual designated by SER to direct on-site operations.

Academies are generally designed for high school students ages 16–18. Students age 18 or older sign on their own behalf; a Parent also signs if responsible for payment. For every Student younger than 18, a Parent must sign regardless of whether a school or another organization pays. Every Student must sign.

Academy-specific dates, prices, inclusions, exclusions, itinerary, packing requirements, and other written information expressly incorporated into this Agreement are part of the enrollment terms.

2. Application, Acceptance, Deposit and Payment

Acceptance is subject to SER review of the application, available capacity, and completion of required forms. An accepted Student must pay a $250 deposit within 30 days after acceptance. The deposit is credited toward the Academy price. At least 50% of the total Academy fee must be paid no later than four months before the Academy begins, and the full balance must be paid no later than 60 days before the start date. If acceptance occurs after a deadline, SER will communicate the applicable accelerated payment schedule before confirming enrollment.

For school-funded enrollment, the school must provide a purchase order within 60 days after acceptance and must make full payment at least 60 days before the Academy begins. School sponsorship does not replace required Student and Parent forms, consents, or signatures. The school separately coordinates any payment, transportation, or chaperone obligations it undertakes.

If payment is late, SER will provide written notice and a 10-day grace period. If the amount remains unpaid after that period, SER may cancel enrollment, subject to the cancellation provisions below.

SER may increase a confirmed price only because of extraordinary, documented cost increases outside its reasonable control. SER will give written notice describing the increase; the financially responsible party may decline the increase and receive a full refund of Academy fees paid.

3. Program Inclusions, Personal Costs and Changes

SER will identify what is included and excluded in the published Academy-specific information. Unless the Academy-specific materials state otherwise, the program includes scheduled instruction and activities, scheduled meals, designated lodging, and transportation for scheduled Academy activities.

Students pay for optional snacks, beverages, souvenirs, laundry, and other personal purchases, as well as travel to and from the Academy unless separately arranged. Students manage their own money and purchases; staff do not hold or manage Student funds.

SER may make reasonable substitutions or changes to instructors, schedules, activity locations, lodging, transportation, or activities while preserving the essential educational experience. Minor changes do not entitle participants to a refund. Material contractual changes to fees or cancellation terms require the affected party's consent unless legally required.

4. Withdrawal, Refunds, Substitution and Academy Cancellation

Student Withdrawal and Refunds

Withdrawal requests must be sent in writing to SER. For a withdrawal before the Academy starts, SER will refund amounts paid less reasonable, documented, nonrecoverable expenses already incurred or committed for that Student. SER will make reasonable efforts to recover or mitigate such expenses.

The $250 deposit is refundable until six months before the Academy start date, subject to deductions for documented nonrecoverable expenses. Beginning six months before the Academy start date, the deposit becomes nonrefundable. SER will not retain the same expense twice under the deposit and expense-deduction provisions.

Refunds will be issued to the original paying party. SER will provide an accounting of amounts withheld upon request. Approved refunds will ordinarily be processed within 30 calendar days following determination of the refundable amount. All deductions remain subject to applicable law.

After an Academy begins, no refund is due for unused portions following voluntary departure, illness, medical withdrawal, or dismissal for serious misconduct, except where required by law or expressly agreed by SER.

Student Substitution

A qualified replacement Student may be accepted with sufficient notice, completion of a new application and all required consents, SER approval, and payment of any documented additional costs.

Academy Cancellation and Emergency Termination

SER reserves the right to cancel, postpone, relocate, modify, or terminate an Academy when circumstances warrant, including insufficient enrollment, severe weather, natural disasters, public health emergencies, security threats, transportation disruptions, facility closures, government restrictions, or other circumstances affecting the safe or reasonable operation of the Academy.

For a minimum-enrollment cancellation, SER will make the decision and notify families at least 60 days before the start date.

If SER cancels an Academy before its scheduled commencement for reasons within its reasonable control, including insufficient enrollment, all Academy enrollment fees paid to SER will be refunded.

If an Academy is canceled or terminated due to circumstances beyond SER's reasonable control, SER will make reasonable efforts to recover prepaid expenses and minimize financial losses. Refunds will be based on recoverable funds and unused amounts, less reasonable, documented, nonrecoverable expenses, without duplicating deductions, subject to applicable law.

If an Academy is terminated after commencement, SER will prioritize Student safety, appropriate supervision, family notification, and coordination of necessary return transportation.

SER is not responsible for independently arranged travel, lodging, or other expenses incurred by families or sponsoring organizations, except where applicable law imposes such responsibility.

Families are strongly encouraged to obtain appropriate travel cancellation and interruption insurance.

5. Travel, Arrival, Departure and Transportation

SER supervision begins and ends at the published Academy start and end times, except during any separately arranged and expressly confirmed supervised transfer and where continued supervision is required under this Agreement.

Families are responsible for travel to and from the Academy unless a separate arrangement is made. Upon request, SER may help coordinate school-funded travel.

For arrivals by air or rail in the Washington, D.C. area, SER may establish meeting times and locations for escorted travel by Metrorail to the hotel. Families may separately authorize independent arrival travel; the Student must provide an itinerary in advance and notify SER upon arrival at the hotel.

During Academy activities, Students must use SER-arranged or SER-approved transportation, which may include charter vehicles, vans, public transit, or authorized transportation providers.

Staff personal vehicles may be used only with specific Academy Director authorization. Drivers must possess a valid driver's license, maintain appropriate automobile insurance, and operate a legally registered and safe vehicle. Transportation must comply with applicable laws, seat belt requirements, and SER youth-protection and supervision policies. Staff should avoid transporting a minor Student alone unless an emergency or other exceptional circumstance warrants such transportation.

Students must follow all applicable transportation rules and safety instructions.

An early departure by a minor requires Parent authorization and Academy Director coordination, including an approved adult handoff or approved travel plan. An adult Student must coordinate checkout with the Director.

Students must not leave assigned supervision or designated areas without the approvals and checkout procedures described in this Agreement.

6. Residential Lodging, Room Assignments and Curfew

Standard accommodations generally place four Students in a room. SER makes final room assignments based on Student safety, age, privacy, appropriate supervision, accommodation needs, and available space. Families may submit roommate requests, but requests are not guaranteed.

Staff, instructors, and adult chaperones are prohibited from sharing sleeping accommodations with Students, except for a Parent sharing accommodations with their own child under an arrangement approved by SER. Room assignments involving adult Students (having already turned 18 years old) and minor Students will be managed in accordance with SER youth-protection policies.

Any additional cost of a family-requested room arrangement must be disclosed and approved in advance. Legally required disability accommodations will be handled under applicable law without impermissible charges.

Students may enter only their assigned sleeping rooms and may socialize in approved common areas. Visitors may meet Students during designated free time only with advance Academy Director approval; visitors may not enter Student rooms.

SER establishes nightly curfews, requires Students to be in assigned rooms at curfew, and may conduct room checks.

Staff may inspect rooms for legitimate supervision or safety reasons and may request inspection of personal belongings when a specific, reasonable safety concern exists, involving hotel security or law enforcement where appropriate.

7. Supervision, Free Time and Director Authority

SER staff, LAPSEN instructors, and designated chaperones share assigned supervision responsibilities under SER coordination. Adults with Student-supervision responsibilities must undergo background checks and comply with SER youth-protection procedures, including appropriate professional boundaries, communications, and avoiding isolated one-on-one situations with minors when reasonably possible.

Students are encouraged to immediately report suspected abuse, harassment, inappropriate adult conduct, or other safety concerns to the Academy Director or another designated SER representative. Concerns involving the Academy Director may be reported directly to SER leadership.

Academy personnel must comply with applicable mandatory reporting laws and SER youth-protection procedures. Retaliation against any individual who reports a concern in good faith is prohibited.

During free time, Students must remain within designated areas or with their assigned group. Leaving requires advance written Parent permission and Academy Director approval, with formal checkout and return procedures. This requirement applies to minors; SER may establish appropriate rules for adult Students consistent with Academy operations and applicable law.

The Academy Director has final operational authority over Student safety, supervision, discipline, schedules, activities, and day-to-day matters, subject to SER policies and applicable law.

Every Student must attend an opening orientation covering Academy rules, safety and emergency procedures, supervision expectations, and facility requirements, and acknowledge understanding of those expectations.

8. Student Conduct and Facility Security

Academy conduct rules apply throughout enrollment, including hotel stays, free time, transportation, off-site activities, and online conduct affecting Academy participants.

Students must participate in scheduled instruction and activities, subject to reasonable exceptions for illness, disability-related accommodations, religious observance, or other Director-approved reasons. Students must follow staff instructions, respect others, and comply with all lawful facility identification, screening, photography, security, and conduct requirements.

Prohibited Conduct

Prohibited conduct includes possession or use of alcohol, tobacco, vaping products, marijuana, illegal drugs, unauthorized controlled substances, firearms, knives, and other weapons; bullying, hazing, harassment, discrimination, threats, sexual misconduct, physical aggression, theft, academic dishonesty, unauthorized departure from assigned supervision, and other unsafe or unlawful conduct.

Properly prescribed medications are permitted under the medication policy. SER may specifically authorize supervised instructional equipment otherwise restricted. Electronic and social-media misconduct affecting participants is covered by these rules.

Electronic Devices and Photography

Students may use phones during approved breaks and free time; staff may restrict use during instruction, activities, and nighttime hours.

Students may take photographs and videos during approved activities but not in private areas, in violation of others’ privacy, or in restricted training settings. Facility and staff restrictions control.

Discipline and Dismissal

The Academy Director may impose reasonable disciplinary measures based on the nature, severity, and frequency of misconduct. Disciplinary measures may include verbal warnings, written warnings, restrictions on privileges, removal from activities, or dismissal from the Academy. Progressive discipline is not required when serious misconduct or an immediate safety concern warrants more significant action.

Significant disciplinary incidents and decisions will be documented. Parents of minor Students will be notified of serious misconduct and disciplinary actions affecting their Student's continued participation. SER may notify sponsoring schools or organizations when appropriate and legally permitted.

Serious misconduct or safety violations may result in immediate dismissal without refund. Parents are responsible for arranging and paying for transportation after dismissal; SER may assist subject to parental authorization where applicable and safety procedures, and will supervise minors until a safe departure or transfer is arranged.

9. Dress, Equipment, Identification and Participation

SER will issue a Student information packet with a dress code, packing list, and any required equipment.

Students must bring appropriate clothing and footwear, which may include khaki pants, collared shirts, comfortable walking shoes, and other identified items.

Students should anticipate at least one day of professional or business attire when appropriate to Academy events, and additional professional-attire days for Academies involving business environments, formal presentations, or agency visits. Reasonable accommodations will be considered as required by law.

Students must bring valid government-issued photo identification or another form specifically approved by SER. Additional security or identification requirements will be communicated before arrival.

A certificate of completion, if offered, requires satisfactory participation and conduct, as determined by the Academy Director with consideration of excused absences and accommodations.

10. Health Disclosures, Medication and Dietary Needs

Parents and Students must provide accurate, current emergency contacts and disclose relevant medical conditions, allergies, dietary restrictions, and medications needed for reasonable Academy planning and safety. Material changes must be communicated promptly.

Students ordinarily possess and self-administer their own medications. SER personnel do not routinely dispense or administer medications except under an approved accommodation, authorized emergency response, or other arrangement permitted by applicable law.

Families are responsible for ensuring that Students bring sufficient quantities of required medications, understand their proper use, and can safely manage and secure them. Students requiring assistance with medication management must request an individualized accommodation as early as practicable.

Students requiring emergency medications, including rescue inhalers, epinephrine auto-injectors, or other prescribed emergency medications, must have appropriate access to those medications. Families must inform SER of relevant emergency response instructions. Students are prohibited from sharing medications with other participants.

SER will make reasonable efforts to address disclosed food allergies and dietary restrictions but cannot guarantee that independent restaurants or food providers will maintain an allergen-free environment.

Health insurance is strongly recommended but is not required for enrollment. Families without coverage are strongly encouraged to obtain appropriate medical or travel medical insurance. Families acknowledge their financial responsibility for medical expenses incurred during the Academy, except where applicable law imposes responsibility on SER or another party.

11. Medical Authorization, Illness and Infectious Disease

For a minor Student, the Parent authorizes SER and designated personnel to obtain emergency medical assessment, transportation, and treatment reasonably necessary to protect the Student, subject to applicable law and medical judgment.

Academy personnel are authorized to contact emergency medical services and obtain urgently needed medical assistance without delaying care to obtain prior Parent approval. SER will make reasonable efforts to promptly notify the Parent or designated emergency contact and involve them in medical decisions whenever practicable.

This authorization does not substitute for any consent legally required by a treating provider. For an adult Student, emergency assistance will be coordinated consistent with that Student's rights and applicable law.

An ill or injured Student must promptly notify Academy staff. The Director may excuse participation, arrange appropriate supervision, notify Parents consistent with Section 17, seek medical evaluation, and require early departure when reasonably necessary.

SER may implement reasonable communicable-disease precautions, including temporary separation, medical evaluation, or departure, consistent with applicable public-health requirements and individualized circumstances.

If medical care continues beyond the scheduled Academy conclusion, the family is responsible for reasonable expenses associated with ongoing medical care, transportation, lodging, and necessary supervision. SER will reasonably assist with coordination and maintain appropriate supervision of minor Students until responsibility can be safely transferred to a Parent, authorized adult, or appropriate medical provider.

Nothing in this provision relieves SER of responsibility for costs attributable to its own negligence or breach to the extent such responsibility is imposed by applicable law.

12. Disability Accommodations and Service Animals

SER will consider disability-related accommodation requests individually, consistent with applicable law.

Families are encouraged to communicate anticipated needs before enrollment or as soon as practicable so SER can coordinate with facilities and providers.

SER will evaluate service-animal arrangements individually and provide access as legally required. Advance notice is requested for planning but is not an absolute prerequisite to legally protected access.

No Student will be excluded merely because of a disability where such exclusion would violate applicable law.

13. Emergencies, Relocation and Reunification

SER may reasonably modify, suspend, relocate, or terminate Academy operations when needed for Student safety or because of an emergency, severe weather, facility closure, public-health event, or other circumstance beyond its reasonable control.

SER will notify families as soon as reasonably possible, coordinate emergency transportation or temporary lodging where feasible, and establish safe reunification or departure procedures.

Parents of minor Students and adult Students must provide current emergency contact information and designate an alternate adult emergency contact. Parents and designated emergency contacts are expected to remain reasonably reachable during the Academy and cooperate with safe pickup or departure arrangements.

Families are responsible for reasonable additional lodging and transportation costs caused by emergencies beyond SER's control, after reasonable efforts by SER to coordinate and control costs; this allocation does not apply to costs legally attributable to SER negligence or breach.

SER will maintain appropriate supervision of minors until a safe transfer or departure.

Refunds associated with Academy cancellation or termination will be governed by Section 4 of this Agreement.

14. Personal Property, Damage and Student Financial Responsibility

Students are responsible for securing their personal belongings. SER is not responsible for lost, stolen, or damaged property except to the extent legally liable.

Students and financially responsible parties are responsible for reasonable, documented costs resulting from intentional misconduct, willful property damage, or serious rule violations, but not for losses caused by SER's own negligence or other legally attributable conduct.

15. Independent Providers

SER may engage independent hotels, restaurants, transportation companies, training sites, and other providers.

Each provider remains responsible for its own services and conduct. SER will exercise reasonable care in selecting and coordinating providers and remains responsible for its own acts, omissions, and obligations to the extent required by law.

16. Photography, Video and Publicity

SER and LAPSEN may photograph and record Academy activities for legitimate educational, administrative, and program documentation purposes.

The use of identifiable Student photographs, videos, voices, or likenesses in public communications, promotional materials, websites, social media, and other marketing materials requires affirmative consent from the Parent of a minor Student or from the adult Student.

Publicity consent will be obtained through a separate authorization on the enrollment forms. Declining publicity consent will not affect a Student's eligibility or participation in the Academy.

SER will make reasonable efforts to communicate and honor consent restrictions. Consent may be withdrawn in writing for future uses but does not require the removal of materials lawfully published or distributed before withdrawal. Recording in private areas or for purposes prohibited by law is not permitted.

17. Information Use, Privacy, Records and Adult Student Consent

Information Use and Records

SER will collect and use personal information for enrollment, payment administration, Academy operations, safety, and necessary communications.

SER may share information with authorized staff, instructors, chaperones, and service providers who need it to perform their responsibilities, or as legally required. SER will use reasonable safeguards for personal and medical information.

SER may retain enrollment, payment, medical authorization, and incident records as reasonably necessary for legitimate business, insurance, legal, and safety purposes, consistent with applicable law.

Families and Students must provide complete, accurate application and enrollment information and promptly update material changes. SER may deny or cancel enrollment for a material misrepresentation or omission that creates a significant safety or accommodation concern, subject to applicable nondiscrimination and other laws.

Adult Student Consent and Parental Communications

Students who have reached the age of 18 are responsible for providing their own legally required consents and authorizations, subject to applicable law.

Adult Students remain subject to the same Academy conduct, supervision, transportation, lodging, and safety requirements as minor Students, subject to applicable law and the provisions of this Agreement.

By signing this Agreement, adult Students authorize SER to communicate with their Parents, guardians, sponsoring schools, or designated representatives regarding Academy participation, attendance, health, safety, and disciplinary matters, to the extent permitted by applicable law.

Adult Students may restrict or withdraw this authorization by providing written notice to SER. It is the responsibility of the adult Student to communicate any such restrictions. SER will honor these restrictions except where disclosure is otherwise authorized or required by applicable law.

Any separate authorization legally required for particular records or disclosures must still be obtained.

SER may communicate with designated emergency contacts when reasonably necessary to protect the health or safety of a Student or another individual, as permitted by applicable law.

Parents or other parties financially responsible for an adult Student's participation may receive information concerning payments, refunds, and their own contractual obligations.

18. Assumption of Risk and Release of Liability

Participation in a residential educational Academy involves inherent and foreseeable risks, including travel and transit accidents; slips, falls, stairs and extensive walking; physical demonstrations and training equipment;

crowded public places; weather and natural events; illness, communicable disease and food-related reactions; actions of other participants; and unforeseen emergencies.

The Student and, where applicable, Parent acknowledge these risks and voluntarily elect participation. SER will obtain separate written permission for unusually risky activities when appropriate.

TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, the signing adult Student, and each signing Parent solely as to claims that Parent may lawfully release in the Parent's own capacity, releases SER, LAPSEN, and their respective officers, directors, employees, instructors, volunteers, agents, and representatives from claims arising out of ordinary risks of Academy participation, including claims based on ordinary negligence only to the extent such a release is lawful and enforceable.

This provision does not release gross negligence, reckless or intentional misconduct, violations of nonwaivable duties, or any claim that applicable law does not permit to be released. Nothing in this Agreement purports to waive a minor Student's independent legal claims where such waiver is prohibited by law.

The parties acknowledge that the scope and enforceability of risk releases involving minors vary by jurisdiction. No provision limits a party's rights or remedies that cannot legally be limited.

19. Dispute Resolution, Arbitration and Governing Law

Before initiating a formal proceeding, the parties will first attempt in good faith to resolve a dispute through direct communication. If the dispute cannot be resolved within 30 calendar days following written notice, the parties will attempt nonbinding mediation, unless emergency judicial relief or another process is required or protected by law.

If mediation is unsuccessful, disputes arising from this Agreement will be submitted to binding arbitration administered by the American Arbitration Association (AAA) under its applicable Consumer Arbitration Rules, to the extent a valid arbitration agreement may lawfully be formed and enforced against the particular claimant.

Atlanta, Georgia, will be the designated arbitration location, subject to applicable law and arbitration rules. Remote participation or an alternative location may be permitted. Arbitration fees and expenses will be allocated in accordance with applicable arbitration rules and law.

Nothing in this provision prevents an eligible party from pursuing a claim in small claims court, reporting concerns to governmental or regulatory authorities, or seeking emergency judicial relief. Arbitration is subject to the Federal Arbitration Act where applicable and otherwise to controlling law.

BY AGREEING TO ENFORCEABLE BINDING ARBITRATION, THE PARTIES GENERALLY WAIVE THE RIGHT TO HAVE COVERED DISPUTES DECIDED BY A JUDGE OR JURY IN COURT.

No provision requires arbitration of claims that applicable law prohibits from mandatory arbitration, and no Parent signature alone is intended to bind a minor to arbitration where the law does not permit it.

This Agreement is governed by Georgia law, except where federal law or another jurisdiction's mandatory law controls.

20. Notice, Changes and Standard Contract Terms

Official Notices and Communications

Email is the primary method for official notices and communications regarding Academy enrollment, payment, withdrawal, refunds, complaints, and other administrative matters. Official notices to SER must be directed to the designated SER email address or mailing address published in the Academy enrollment materials.

Families must maintain current email and telephone information and promptly notify SER of any changes. Families are responsible for monitoring communications from SER. SER may use telephone calls or text messages for urgent operational or safety matters.

Changes to Policies and Terms

SER may update reasonable operational and safety procedures with written notice. Material changes to fees, refund rights, or other contractual obligations require consent of affected parties unless legally mandated.

Entire Agreement and Document Precedence

This Agreement and Academy-specific materials expressly incorporated by reference constitute the complete agreement on these subjects and supersede inconsistent prior communications. In the event of a conflict between this Agreement and other Academy materials, this Agreement controls unless a subsequent written amendment expressly modifies its terms and is accepted by the affected parties.

Privacy and Information Management

SER will collect, maintain, use, and disclose Student and family information for legitimate administrative, educational, financial, operational, and safety purposes in accordance with applicable law and SER's published privacy policies.

Information may be shared with authorized personnel, instructional partners, service providers, and sponsoring organizations as reasonably necessary and legally permitted.

Accessibility and Accommodations

SER is committed to providing reasonable accommodations in accordance with applicable law. Students and families requiring accommodations are encouraged to contact SER as early as practicable to allow appropriate planning. Requests will be considered individually.

Severability

If a provision is invalid or unenforceable, the remaining provisions remain effective to the extent lawful.

No Waiver

Failure or delay in enforcing a provision does not waive future enforcement.

Electronic Signatures

Electronic signatures and records may be used and have the effect permitted by applicable electronic-signature law; handwritten signatures are also accepted.

21. Student and Parent / Guardian Acknowledgment

By signing, each signer confirms having read this Agreement, received or been given access to the applicable Academy information, and understood the payment, conduct, safety, medical authorization, risk, and dispute-resolution provisions.

The Student agrees to follow Academy policies. A Parent signing for a minor gives the consents stated above to the extent authorized by law. A Parent signing as payer accepts the financial obligations applicable to that Parent.

For a minor Student, the signature of a Parent or legal guardian with appropriate legal authority is mandatory. The signing Parent or legal guardian represents that they possess the legal authority to provide the consents and authorizations contained in this Agreement.

The signing Parent or legal guardian is responsible for notifying SER of any applicable custody arrangements, court orders, or legal restrictions affecting the Student's participation, travel, medical care, or release to another individual.

SER may request documentation of legal authority or additional consent when reasonably necessary. The Parent or legal guardian must promptly notify SER of any changes affecting these authorizations before or during the Academy.

Student Information and Signature

Academy name / session: _____

Student legal name: _____

Date of birth: _____

Student signature: _____

Date: _____

Parent / Legal Guardian Information and Signature

Required if the Student is under 18 or the Parent is responsible for payment.

Parent / guardian name: _____

Relationship to Student: _____

Parent / guardian signature: _____

Date: _____

Email: _____

Primary telephone: _____

Alternate Emergency Contact

Name: _____

Relationship to Student: _____

Telephone: _____

Southern Educational Resources

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