



FAIR TRADE ELECTIVES

Booking Terms and Conditions

Last reviewed: March 2025

Introduction

Welcome to Fair Trade Electives. It is important that you carefully read and understand our terms and conditions before applying for your elective placement. These terms will form part of your agreement and govern your participation in our medical elective programmes. By engaging with Fair Trade Electives, you agree to comply with these terms. When applying for your elective you are required to confirm that you have read and accepted these terms and conditions.

Your contract with Fair Trade Electives, and any matters arising from it, is governed by and construed in accordance with the laws of the United Kingdom, under the laws of Scotland. Any disputes arising from these terms shall be subject to the exclusive jurisdiction of the courts of the United Kingdom, under the laws of Scotland.

Purpose and Mission

Fair Trade Electives is committed to enabling ethical and sustainable medical elective placements that promote positive social impact and adhere to fair trade principles in global healthcare education. Fair Trade Electives partners with vetted hospitals through a Memorandums of Understanding (MOUs) which then provide you with an elective placement.

Eligibility

Participants must be enrolled in a recognised medical school and meet specific programme requirements, including academic standing and language proficiency. Evidence of a current enhanced criminal background check (DBS or equivalent) is required (such as confirmation from your medical school). Participants must agree to comply with ethical guidelines and local laws during the placement.

Application and Contract Formation

Applications must be submitted through our website and are subject to review and acceptance by us and your chosen hosts. Submission does not guarantee a place. A contract is formed upon acceptance of your application, confirmation of your elective placement and payment of the non-refundable registration fee. Participants should not book flights or accommodation until they

receive formal confirmation. Fair Trade Electives is not liable for any incurred costs if an application is declined.

Travel & Insurance Requirements

Travel insurance is compulsory for all Fair Trade Elective placements. Participants must obtain comprehensive travel and medical malpractice insurance covering the duration of the elective. Insurance must be in place at least 21 days before departure and proof may be requested to be shown to us. We cannot make any recommendations or advise you on the best source of insurance. You are solely responsible for obtaining the right cover for your trip and we strongly recommend that you have all travel insurance documents easily to hand when travelling.

Participants are responsible for ensuring they have all travel documents including, but not limited to, valid passports, visas, and travel documents. Any fines, penalties, or expenditures and any refusal to travel incurred because of travel documents not meeting the requirements of the authorities will be your sole responsibility. You are solely responsible for arranging and paying for all travel costs to and from the destination. We cannot be held responsible for any event that leads to your flights being delayed or cancelled by the airline carrier. We encourage all students to arrange return or onwards travel before arriving at the destination country, as individuals may be declined entry by immigration and border controls. All flight and travel documents should be carried at all times.

If transport to our partner hospital is not included, you are fully responsible for arranging and covering all costs associated with the travel. If transport from the destination airport is included, we must be informed of your flight arrangements at least 21 days before departure. If you arrive outside of the arrangement date you may have to cover any costs of transport to our partner organisation. All flight details must be confirmed, we do not accept standby flights. We recommend that all individuals check information relating to the destination country on The Foreign and Commonwealth Travel Office (<https://www.gov.uk/foreign-travel-advice>) immediately before travelling.

Fees and Payment

A non-refundable registration fee of £300 (£200 for collaborating medical schools) is required to confirm your booking. If for whatever reason we are unable to accept your application, this fee will be refunded in full. The full balance must be paid at least 30 days before the start date. Late payments may result in cancellation without refund. For applications made within 30 days of departure, full payment is due within 7 days of confirmation. Your elective total price comprises of the registration fee and the host elective fee. If accommodation is also being purchased from your host directly this may also be included and paid via FTE. All prices quoted on the website are £GBP and as such all payments must be made in £GBP. We accept bank transfer, credit and debit cards.

Refund Policy

The booking fee is non-refundable unless the intended host cancelled your elective, and we were unable to offer a comparable opportunity. Funds raised for your host will remain allocated to them and cannot be refunded. They may, by arrangement be transferred to another host if your placement is changed.

Should you cancel your elective:

- 30 or more before the start date: full refund of fees paid (minus registration fee) unless your host applies a separate policy.

- within 30 days: No refund.
- If your elective is terminated for any reason: No refund.

Once a booking has been confirmed it can be amended up to 6 months before departure. Minor amendments, such as a change of speciality, will be free of charge at our discretion. Major amendments, such as change of host site, will incur a £100 administrative surcharge. Changes made within 6 months of departure will be regarded as a cancellation and require a fresh application to be made.

Health and Safety

Any medical conditions that could affect the suitability of your placement must be disclosed in advance. Failure to do so may result in termination without refund. Participants must arrange and be prepared to provide proof of required vaccinations. We recommend speaking with your local GP or travel clinic to see what they suggest. We strongly recommend you contact them at least 4-6 weeks before departing to seek advice regarding vaccinations. Fair Trade Electives is not liable for injuries, illnesses, or incidents during the elective.

Visas & Documentation

Participants must apply via the FTE online application form. All relevant information (e.g. health, professionalism) must be accurate and complete. Participants are responsible for providing an appropriate professional reference from their medical school and any other necessary documentation FTE reasonably requests to fulfil our obligations to you. Visa requirements vary by country, and participants are responsible for obtaining their own visas in advance of travel. Fair Trade Electives is not liable for any cost related to inadequate travel documentation.

Force Majeure (Unforeseen Circumstances)

Fair Trade Electives is not liable for cancellations due to war, pandemics, natural disasters, political instability, or other unforeseen events. If an elective is affected, we will offer deferrals or alternative placements but cannot guarantee this or offer refunds within 30 days of the start date.

Code of Conduct

You must behave in a reasonable and professional manner and always maintain a polite and respectful attitude and respect for local customs and laws. You must comply with partner hospitals rules and respect accommodations and facilities. If you commit any illegal act or if your behaviour is causing or likely to cause danger, distress or annoyance to others then Fair Trade Electives may terminate your placement with immediate effect without any liability or refund on our part. Any breaches of conduct may result in removal from the programme without refund. You must abide by the code of conduct as set out within the pre-departure information within the student handbook provided. If for whatever reason the code of conduct is breached and the local team believe your actions or behaviour is serious enough, then Fair Trade Electives may terminate your placement with immediate effect without any liability or refund on our part.

Complaints and Dispute Resolution

If while on your elective you become dissatisfied with any aspect of the programme you must inform the in-house coordinator at your earliest opportunity who will attempt to resolve the matter to your

satisfaction. If you are not happy with the response and feel the incident has affected your programme enjoyment, you should contact us as soon as possible. If such an instance occurs you should let us know the nature of your complaint and what steps you have taken to overcome any of the issues. We ask that all communication be via email and at the time of the incident. Unresolved issues can be escalated to Fair Trade Electives' complaints team who will endeavour to assist. However, given the nature of international placements, it may not be possible for FTE to rectify the issue, and we are not liable for a host site failing to deliver a placement as advertised. Complaints must be submitted in writing within 30 days of the incident to info@ften.co.uk.

Data Protection and Privacy

Personal data is handled in accordance with applicable data protection laws. Information may be shared with partner organisations for administrative purposes. Participants consent to the use of photos, reviews, and feedback for research and promotional purposes unless they opt out in writing.

Amendments

Fair Trade Electives reserves the right to modify these Terms and Conditions at any time. Participants will be notified of significant changes.

Personal Risk and Liability

Participants understand that elective placements may involve inherent risks, including travel, crime, culture shock and exposure to different healthcare environments and practices. Participants are required to complete our Pre-departure Preparation online modules to help raise awareness of these but Fair Trade Electives is not responsible for any risks undertaken by participants or resulting injuries.

By confirming an application and payment, participants acknowledge that they have read, understood, and agree to abide by these Terms and Conditions.