

INTERCULTURAL IMMERSION STUDENT HANDBOOK

Wesley Theological Seminary
Practice in Ministry & Mission
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Purpose of this handbook

The Practice in Ministry and Mission Office prepared this handbook to assist students in fulfilling their Intercultural Immersion requirement. Assistance in identifying an appropriate experience for you and guidance in the process are yours for the asking.

Please read all information carefully and follow the guidelines provided. When submitting your application, submit ALL pages (including waiver forms and medical information) with the exception of the **Immersion Certification** page. This form is to be turned in at the Immersion Debriefing Session.

For further information, contact:

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SECTION ONE

INTERCULTURAL IMMERSION IN THE WESLEY CURRICULUM

Intercultural Immersion in the Wesley Curriculum

The mission of Wesley Theological Seminary (WTS) is to “equip persons for Christian ministry and leadership in the church and the world, to advance theological scholarship, and to model a prophetic voice in the public square.” In its Mission Statement, the Seminary affirms an education commitment that:

- Seeks to “ground learning in the scripture and traditions that provide the church’s identity in the gospel, and to prepare students for the practice of ministry. Therefore, every part of the curriculum is theological in character, and practically related to the church’s life. The educational process is designed to bring classroom and field learning into complementary relationship”;
- “Embraces a renewed global vision of ministry, as we learn from the experiences of Christians in other lands. We are open to dialogue with all the world’s varied communities, and welcome cooperation with all who work for peace and justice.”
- Is to “equip the whole people of God for the work of ministry.”

It is in light of these commitments that the Seminary has designed the PMM requirements of the Master’s Degree curriculum to include an Intercultural Immersion experience. The immersion requirement is seen as integral to an educational process which addresses the mission of the church in the world and which prepares persons for church leadership.

SECTION TWO

GOALS OF THE INTERCULTURAL IMMERSION EXPERIENCE

Goals of the Intercultural Immersion Experience

Participants in immersion experiences will be able to:

- Demonstrate a familiarity with another culture, and models of ministry within that cultural context through sharing in their ministry settings;
- Articulate self-knowledge in a new cultural context, especially to relate beliefs and attendant patterns of action and interaction rooted in stereotypes of persons and cultures;
- Identify the systemic issues that interconnect the global and local contexts for ministry;
- Demonstrate intercultural theological understanding on justice issues;
- Articulate a vision of the church inclusive of social and personal transformation;
- Integrate learnings from other seminary courses and insights from the PMM or SPP setting with the immersion experience;
- Connect the generative power of the gospel message with its expressions in other cultures; and
- Incorporate into ministry a broadened view of what it means to be human and Christian.

SECTION THREE
IMMERSION DESIGN STANDARDS

Immersion Design Standards

Premise

An immersion experience is designed to promote intercultural knowledge that enlarges a student's universe of human discourse. Immersion experiences focus on the particularity of a cultural group while at once exposing both common and separate constructions of social reality.

Immersion requires a definition of culture. For Wesley Theological Seminary immersion experiences, culture is defined as: **1)** a socially established structure of meaning through which people interpret their experience and generate behavior; **2)** a context in which belief, behavior, ritual processes, social events, institutions and political discourses can be intelligently reported; and **3)** the product of a human group to be grasped in its particularity and in terms of global processes of interconnection and change.

Wesley Theological Seminary immersion programs take place in an intercultural context either internationally or within the United States. All students are required to participate in an orientation prior to the immersion experience and a debriefing shortly after the immersion period. The orientation and debriefing sessions are led by Wesley Theological Seminary faculty.

Design Content

Immersion experiences will enable students to understand another way of life from the perspective of the host community. They are designed to facilitate a process of learning from people that will extend the students' gifts for ministry and enrich the lives of those with whom they will minister in the future.

By the end of an immersion, students will be able to provide an adequate description of the "other" cultural group that includes an articulation of aspects of the consistent thought and behavior of the host cultural community.

Hence, each immersion is designed to include dialogue with hosts and experiential learning around a cultural inventory that consists of:

- **Economic life:** What are the characteristics of the system of production, distribution and consumption? What patterns of ownership, capital, resources and decision making are identifiable? Who owns? Who controls? Who pays? How does the economy produce group solidarity? How does it produce social conflict? What is the relationship between the local and global economy?
- **Social life:** What are the patterns of social relationship and the demographic characteristics of the immersion context? Do people relate to each other in terms of race, class, ethnicity, age group, sex group, and so forth? What is the basis for inclusion/exclusion in social groups? What are the dominant social problems? What general outlook on life is held by different social groups?
- **Cultural life:** What are the predominant values of the cultural group? What cultural themes manifest the group's consistent pattern of thought and behavior? Who influences the system of meaning out of which people live? What cultural knowledge are people using to generate behavior in their environment and organize a meaningful self-identity?

- Political life: What is the relationship between political life and the system of beliefs constitutive of the local culture? How do people relate culture as a structure of meaning through which people construe their experiences and politics as the context in which such structures unfold? What is the nature of political leadership? Who has a voice and decision-making power? What roles do religion, the media and/or popular culture have on political life?
- Religious life: What is the predominant religious expression within the local group? Are categories of thought religious or secular? How does religion give expression to the cultural group's ultimate concerns? Are religious beliefs and practices supported by the larger social community? What religious symbols play a role in the construction of group and self-identity (e.g. local mosque, Our Lady of Guadalupe, a holy place)?

SECTION FOUR
IMMERSION EXPERIENCE GUIDELINES

Immersion Experience Guidelines

The immersion experience constitutes the third element in fulfilling the requirements in the PMM Program. Participation in an approved immersion experience in an intercultural context, either internationally or in the United States is assigned 2 credit hours.

1. Students will engage in an immersion experience led by Wesley faculty or an educational provider approved by the PM&M Immersions Committee ***Please note that all trips are subject to cancellation.**
2. Students will be expected to **live in the context of the immersion among members of the culture being experienced.**
3. Immersion Orientation sessions will be offered at least twice each semester for all who plan on participating in a future immersion.

Debriefing Seminar sessions for students who participated in a **Wesley faculty led immersion** will be conducted by the faculty immersion leader in the semester following the immersion experience.

Debriefing Seminar sessions for students who participated in a **non-Wesley faculty led immersion** will be offered each semester for all who have completed their immersion experience during the previous semester.

4. Students should register for MM-350 in the semester closest to the immersion dates and no more than one year prior to the expected immersion departure date. .

If the student is unable to participate in the immersion as planned and registered for, he or she must contact the PMM Office immediately to be removed from the immersion trip roster and must also complete an Extension of Time Request form, to be submitted to the Dean's Office, which will grant an "NR" grade for the MM-350 course. If the immersion is not completed within a year of this extension, the student will be required to re-register for MM-350 and attend a new orientation session before participating in an immersion.

5. At the conclusion of the immersion experience, each student will complete a two-part assignment **due no later than 30 days upon the completion of the immersion.**
 - I. Develop a five page integrative paper which addresses the theological issues and implications for ministry experienced on the immersion. This is to be a clear theologically focused paper connecting the immersion experience with current theological studies, ministry experience and one's personal experience of being a cultural person. (**** A guideline with questions for this paper follows in the appendices*).
 - II. The creation of a quality project on the immersion experience which will be shared with groups outside of Wesley Theological Seminary. This project could be in various formats and venues: e.g., a Power Point presentation to a church group; a short series of classes for a Christian education class; a comprehensive talk directed to a specific group interested in the immersion culture; or the creation of a full worship service.

Submission of assignments:

- I. Wesley faculty led immersions: students will submit the two-part assignment for review and grading to the faculty member who led the immersion.
 - II. Non-Wesley faculty led immersion: students will submit the two-part assignment for review and grading to the PMM Office/Immersion Coordinator.
6. Grading will be on a Pass/Fail basis. Immersion leaders will assess **each** student's experience and indicate to the PMM Office whether or not the student fully participated in the experience offered. Grading elements also include participation in both the orientation and debriefing sessions, timely submission of all required forms, and the integrative paper and project/presentation outline.

SECTION FIVE
IMMERSION PLACEMENT PROCESS

Immersion Placement Process

Steps to take to fulfill the Immersion Requirement

1. Indicate your interest in a particular immersion by consulting with the PMM Immersion Coordinator. Immersion opportunities can be found in the immersion brochure which is updated frequently. The brochure can be found in the plastic sleeve located outside the PMM Office (Suite K-107), online or on the bulletin board located across the hall between K-106 and K-107.

PLEASE NOTE:

- a. **Wesley faculty-led** immersions may have special instructions prior to signing up.
- b. Students will be given first priority to participate in an immersion when they have met course pre-requisites; those who seek graduation need to meet this degree requirement; and on a first-come first-serve basis.

2. Register and pay the tuition for MM-350.

PLEASE NOTE: The program fee associated with each immersion does not include tuition.

3. If you plan to attend a **Wesley faculty-led** immersion, obtain and sign the Immersion Agreement Form. This form commits you to the immersion and will hold a slot for your participation.

4. Pay the cost for your specific immersion in Wesley's Business Office. At any time you can set up an account with the Business Office to begin accumulating the required funds. Some immersions that are sponsored by other organizations require payments be made directly to them; however, you should consult with the Immersion Coordinator to see how the sponsoring organizations are requiring payments.

5. Some scholarship monies may be available to help subsidize your immersion. Please complete the scholarship application form (located in the plastic sleeve outside the PMM Office – Suite K-107) and return it to the Director of Financial Aid (Trott Administrative Building, 201).

6. Attend the required orientation session offered in the semester prior to your immersion.

7. Complete and submit the Immersion Application (Appendix A) along with the appropriate Waiver of Liability Form and Medical Information to the PMM Office. For January Immersions, submit the application no later than **November 16th** (or nearest school day after the date); for Summer Immersions, submit no later than **April 1st** (or nearest school day after the date). Take the "Immersion Certification" page with you on your immersion and have it signed by your immersion leader. The certificate is to be handed in prior to or at your debriefing session.

PLEASE NOTE: Signatures of your Learning Partners or Academic Advisor are to be secured **prior to** submitting the application form to the PMM Office. Applications will not be accepted without these signatures.

- a. If you are not currently in a PMM Colloquy, you only need the signature of your Wesley Seminary Academic Advisor.
- b. If you are in a PMM Colloquy, you need the signatures of both learning partners (clergy and lay).

8. Students will be expected to meet all requirements for participation as specified by the immersion setting sponsor or faculty member. These include: securing passports and visas as necessary; following recommended health precautions; and completion of the course, itinerary or schedule of activities as agreed.

PLEASE NOTE: International students who select an immersion outside of the United States must seek the Director of International Student Services three months prior to the immersion for consultation and to ensure completion of visa paperwork.

9. Go on your immersion and have the immersion leader sign the certificate of participation form. This form can be found on the final page of the Intercultural Immersion Application packet.

10. Write your reflection paper and develop your project presentation and submit them by the due date (30 days after returning from your immersion).

11. Attend a required debriefing session offered in the semester immediately following your immersion. Students who attend **Wesley faculty-led** immersions will have their debriefing session led by that faculty member.

12. Submit the Immersion Certification form to the PMM Office no later than the completion of the debriefing seminar. When you have completed all of the requirements and a passing grade has been submitted for you, you will receive a copy of the certificate for your records.

APPENDIX A

INTERCULTURAL IMMERSION APPLICATION

Intercultural Immersion Application
Wesley Theological Seminary
Practice in Ministry and Mission Program

Complete the form and submit to the PMM Office. For January immersions, submit no later than **November 16th** (or nearest school day after the date); for Summer immersions, submit no later than **April 1st** (or nearest school day after the date).

***Please note that all trips are subject to cancellation.**

Don't forget to register for MM-350 PMM: Intercultural Immersion

Name: _____

Address: _____

Email: _____

Cell phone: _____

Degree Program: _____

Current number of Credit Hours: _____

Anticipated Graduation Date: _____

Intended Immersion: _____

Why is this intercultural experience appropriate for you?

What are your preliminary learning goals for this experience?

If you are currently in a PMM placement, how have your Learning Partners and ministry setting been involved in planning for this experience?

If you are currently in a PMM placement, how do you imagine you might share this experience with your ministry setting? If you are not in PMM, how do you imagine you might share this experience with your home church or ministry setting of choice?

SIGNATURE PAGE

INSTRUCTIONS:

1. All students are required to sign this form.
2. If you are not currently in a PMM Colloquy, you only need the signature of your Wesley Seminary Academic Advisor; you are not required to have the signature of the PMM Learning Partnership.
3. If you are in a PMM Colloquy, you only need the signature of both learning partners (clergy and lay partners); you are not required to have the signature of your academic advisor.
4. The PMM Office will sign and approve the application only after a completed application has been submitted.

Student Signature

Student: _____ Campus Box #: _____ Date: _____

Academic Advisor Signature (if not in PMM Placement)

Academic Advisor: _____ Date: _____

Learning Partner Signatures (if already in PMM Placement)

Clergy Partner: _____ Date: _____

Lay Learning Partner: _____ Date: _____

Practice in Ministry and Mission Signature (to be signed upon receipt of completed application)

Kate D'Alessandro, Assistant Director

Intercultural Immersion Waiver Forms

Instructions:

On the following pages, there are two versions of the waiver forms of which one is to be submitted with your application. Complete the appropriate waiver form, depending on whether or not you are participating in a Domestic Immersion or International Immersion. Please be sure to attach the appropriate waiver form to your application.

Wesley Theological Seminary Domestic Immersion Waiver

This form is intended to be signed by all students, guests, and other non-employees participating in Intercultural Immersion trips.

(Name of Intercultural Immersion)

RELEASED AND WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT

I, _____, hereby acknowledge that I have voluntarily elected to participate in the following immersion trip _____ to be held in and around (location) _____, from _____ to _____. **In consideration for being permitted by Wesley Theological Seminary to participate in this Intercultural Immersion, I hereby acknowledge and agree to the following:**

ELECTIVE PARTICIPATION: I acknowledge that my participation is elective and voluntary in accordance with the seminary's course requirement for Intercultural Immersions.

RULES AND REQUIREMENTS: I agree to conduct myself in accordance with seminary policies and procedures, including the *Covenant of Professional Ethics and Behavior* and the *Sexual Harassment Policy*. I further agree to abide by all the rules and requirements of the Immersion. I acknowledge that Wesley Theological Seminary has the right to terminate my participation in the Immersion if it is determined that my conduct is detrimental to the best interest of the group, my conduct violates any rule of the Immersion, or for any other reason in the seminary's discretion.

INFORMED CONSENT: I have been informed of and I understand the various aspects of the Immersion, including the dangers, hazards, and risks inherent in the Immersion, including but not limited to transportation to and from Wesley Theological Seminary via private vehicle, common carrier participation in the Immersion, overnight accommodations, weather conditions, conditions of equipment, facility conditions, negligent first aid operations or procedures, and in any independent research or activities I undertake as an adjunct to the Immersion. I understand that as a participant in the Immersion I could sustain serious personal injuries, illness, property damage, or even death as a consequence of not only the Seminary's actions or inactions, but also the actions, inactions, negligence or fault of others. I further understand and agree that any injury, illness, property damage, disability or death that I may sustain by any means is my sole responsibility except for those occurrences due to the Seminary's negligence or intentional acts.

RELEASE AND WAIVER OF LIABILITY: I, on behalf of myself, my personal representatives, heirs, executors, administrators, agents and assigns, **HEREBY RELEASE, WAIVER, DISCHARGE, AND COVENANT NOT TO SUE** Wesley Theological Seminary, it's governing board of directors, officers, employees, agents, volunteers, and any students (hereinafter referred to as "Releasees") for any and all liability, including any and all claims, demands, causes of action (known or unknown), suits, or judgments of any and every kind (including attorneys' fees), arising from any injury, property damage or death that I may suffer as a result of my participation in the Immersion, **REGARDLESS OF WHETHER THE INJURY, DAMAGE OR DEATH IS CAUSED BY THE RELEASEES, UNLESS THE INJURY DAMAGE OR DEATH IS CAUSED BY THE RELEASEES' NEGLIGENCE OR INTENTIONAL ACTS, AND**

REGARDLESS OF WHETHER THE INJURY DAMAGE OR DEATH OCCURS WHILE IN, ON, UPON, OR IN TRANSIT TO OR FROM THE PREMISES WHERE THE IMMERSION OR ANY ADJUNCT TO THE IMMERSION, OCCURS OR IS BEING CONDUCTED. I further agree that the Releasees are not in any way responsible for any injury or damage that I sustain as a result of my own negligent acts.

ASSUMPTION OF RISK: I understand that there are potential dangers incidental to my participation in the Immersion, some of which may be dangerous and which may expose me to the risk of personal injuries, property damage, or even death. I understand that there are potential risks as a consequence of, but not limited to: participation in this Immersion, travel to and from _____ via private vehicles, common carriers, and/or Seminary owned vehicles, weather conditions, overnight accommodations, facility conditions, equipment conditions, first aid operations or procedures of Releasees, and other risks that are unknown at this time. **I KNOWINGLY AND VOLUNTARILY ASSUME ALL SUCH RISKS, BOTH KNOWN AND UNKNOWN, EVEN IF ARISING FROM THE ACTS OF THE RELEASEES, UNLESS THEY ARISE FROM THE RELEASEES' INTENTIONAL OR NEGLIGENT ACTS,** and assume full responsibility for my participation in the Program.

INDEMNITY: I, on behalf of myself, my personal representatives, heirs, executors, administrators, agents, and assigns, agree to hold harmless, defend and indemnify the Releasee from any and all liability, including any and all claims, demands, causes of action (known or unknown), suits, or judgments of any and every kind (including attorneys' fees), arising from any injury, property damage or death that I may suffer as a result of my participation in the Immersion, **REGARDLESS OF WHETHER THE INJURY, DAMAGE OR DEATH IS CAUSED BY THE RELEASEES OR OTHERWISE, UNLESS THE INJURY DAMAGE OR DEATH IS CAUSED BY THE RELEASEES' NEGLIGENCE OR INTENTIONAL ACTS.**

CERTIFICATION OF FITNESS TO PARTICIPATE: I attest that I am physically and mentally fit to participate in the Immersion and that I do not have any medical record of history that could be aggravated by my participation in this particular Immersion.

MEDICAL CONSENT: I understand and agree that Releasees may not have medical personnel available at the location of the Immersion. In the event of any medical emergency, I (*initial*) do ____ do not ____ authorize and consent to any x-ray examination, anesthetic, medical, dental or surgical diagnosis or treatment, and hospital care that the Seminary personnel deem necessary for my safety and protection. I understand and agree that Releasees assume no responsibility for any injury or damage which might arise out of or in connection with such authorized emergency medical treatment. I understand and agree that I am responsible for my individual medical insurance.

CHOICE OF LAW: I hereby agree that this Agreement shall be construed in accordance with the laws of the District of Columbia.

SEVERABILITY: If any term or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law governing this Agreement the validity of the remaining portions shall not be affected thereby.

(INTENTIONALLY LEFT BLANK)

I HAVE READ THIS AGREEMENT AND FULLY UNDERSTAND ITS TERMS. I AM AWARE THAT THIS AGREEMENT INCLUDES A RELEASE AND WAIVER OF LIABILITY, AN ASSUMPTION OF RISK, AND AN AGREEMENT TO INDEMNIFY THE RELEASEES. I UNDERSTAND I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING THIS AGREEMENT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT. BY MY SIGNATURE I REPRESENT THAT I AM AT LEAST EIGHTEEN YEARS OF AGE.

Signature of Participant

Date

Adopted 6/2006

Revised 7/2012

Wesley Theological Seminary International Immersion Waiver

This form is intended to be signed by all students, guests, and other non-employees participating in Intercultural Immersion trips.

(Name of Intercultural Immersion)

RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT

I, _____, hereby acknowledge that I have voluntarily elected to participate in the following immersion trip _____ to be held in and around (location) _____, from _____ to _____. **In consideration for being permitted by Wesley Theological Seminary to participate in this Intercultural Immersion, I hereby acknowledge and agree to the following:**

ELECTIVE PARTICIPATION: I acknowledge that my participation is elective and voluntary in accordance with the Seminary's course requirement for Intercultural Immersions.

RULES AND REQUIREMENTS: I agree to conduct myself in accordance with seminary policies and procedures, including the *Covenant of Professional Ethics and Behavior*, and the *Sexual Harassment Policy*. I further agree to abide by all the rules and requirements of the Immersion. I acknowledge that Wesley Theological Seminary has the right to terminate my participation in the Immersion if it is determined that my conduct is detrimental to the best interests of the group, my conduct violates any rule of the Immersion, or for any other reason in the Seminary's discretion.

I understand that in the event my participation in the Program is terminated for violating any rule of the Program, I will be solely responsible for the cost of return travel. I further understand and agree that the Seminary is not responsible for any injury or damage that I sustain if I travel independently or am otherwise separated or absent from Seminary sponsored activities. I acknowledge that I am solely responsible for any legal problems I encounter with any foreign nationals or government and the Seminary is not responsible for providing any assistance under those circumstances.

INFORMED CONSENT: I have been informed of and I understand the various aspects of the Program, including but not limited to the fact that the Program will be held in and around _____ (location). I understand that travel outside the United States is considered dangerous and I accept the risks of such travel. I have received and reviewed the travel itinerary from the Immersion and understand the risks involved in traveling to, within and from _____, including but not limited to foreign political, legal, social, and economic conditions, language barriers, safety hazards, crime, disease, consumption of food, civil unrest or hostilities, terrorism, war, natural disasters and weather conditions, and negligent first aid operations or medical treatment. I further understand that serious injuries could occur during my participation in the Program and that as a Participant I could sustain personal injuries, property damage, or even death as a consequence of participating in this Immersion, local transportation to and from various activities, international travel to and from _____ (Immersion location).

I understand that serious injuries could occur during participation in this Program and that as a Participant, I could sustain serious personal injuries, illness, property damage, or even death as a consequence of not only the Seminary's actions or inactions, but the actions, inactions, negligence or fault of others and that there may be other risks not known to me or not reasonably foreseeable at this time. I further understand and agree that any injury, illness, property damage, disability, or death that I may sustain by any means is my sole responsibility except for those occurrences due to the Seminary's negligence or intentional acts.

RELEASE AND WAIVER OF LIABILITY: I, on behalf of myself, my personal representatives, heirs, executors, administrators, agents, and assigns, **HEREBY RELEASE, WAIVE, DISCHARGE, AND COVENANT NOT TO SUE** Wesley Theological Seminary, its governing board, directors, officers, employees, agents, volunteers and any students (hereinafter referred to as "Releasees") for any and all liability, including any and all claims, demands, causes of action (known or unknown), suits, or judgments of any and every kind (including attorneys' fees), arising from any injury, property damage or death that I may suffer as a result of my participation in the Immersion, **REGARDLESS OF WHETHER THE INJURY, DAMAGE OR DEATH IS CAUSED BY THE RELEASEES' NEGLIGENCE OR INTENTIONAL ACTS, AND REGARDLESS OF WHETHER THE INJURY DAMAGE OR DEATH OCCURS WHILE IN, ON, UPON, OR IN TRANSIT TO OR FROM THE PREMISES WHERE THE IMMERSION OR ANY ADJUNCT TO THE IMMERSION, OCCURS OR IS BEING CONDUCTED.** I further agree that the Releasees are not in any way responsible for any injury or damage that I sustain as a result of my own negligent acts.

ASSUMPTION OF RISK: I understand that there are potential dangers incidental to my participation in the Program, some of which may be dangerous and which may expose me to the risk of personal injuries, property damage, or even death. I understand that these potential risks include, but are not limited to: travel to and from _____, local transportation within the Immersion location, including but not limited to foreign political, legal, social, and economic conditions, language barriers, safety hazards, crime, disease, consumption of food, civil unrest or hostilities, terrorism, war, natural disasters and weather conditions, negligent first aid operations or medical treatment, and other risks that are unknown at this time. **I KNOWINGLY AND VOUNTARILY ASSUME ALL SUCH RISKS, BOTH KNOWN AND UNKNOWN, EVEN IF ARISING FROM THE ACTS OF THE RELEASEES, UNLESS THEY ARISE FROM THE RELEASEES' INTENTIONAL OR NEGLIGENT ACTS,** and assume full responsibility for my participation in the Program.

INDEMNITY: I, on behalf of myself, my personal representatives, heirs, executors, administrators, agents, and assigns, agree to hold harmless, defend and indemnify the Releasees from any and all liability, including any and all claims, demands, causes of action (known or unknown), suits, or judgments of any and every kind (including attorneys' fees), arising from any injury, property damage or death that I may suffer as a result of my participation in the Immersion, **REGARDLESS OF WHETHER THE INJURY, DAMAGE OR DEATH IS CAUSED BY THE RELEASEES OR OTHERWISE, UNLESS THE INJURY DAMAGE OR DEATH IS CAUSED BY THE RELEASEES' NEGLIGENCE OR INTENTIONAL ACTS.**

PESONAL BELONGINGS: I understand and acknowledge that the Seminary is not responsible for the loss of any personal belongings or property that I sustain during my participation in the Immersion including but not limited to the loss of credit cards, cash, luggage, and other items.

MEDICAL CONSENT: I understand and agree that Releasees do not have medical personnel available at the location of the Program. In the event of any medical emergency, I (*initial*) do _____ do not _____ authorize and consent to any x-ray examination, anesthetic, medical, dental,

or surgical diagnosis or treatment, and hospital care that the Seminary personnel deem necessary for my safety and protection. I understand and agree that Releasees assume no responsibility for any injury or damage which might arise out of or in connection with such authorized emergency medical treatment.

CHOICE OF LAW: I hereby agree that this Agreement shall be construed in accordance with the laws of the District of Columbia.

SEVERABILITY: If any term or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law governing this Agreement the validity of the remaining portions shall not be affected thereby.

I HAVE READ THIS AGREEMENT AND FULLY UNDERSTAND ITS TERMS. I AM AWARE THAT THIS AGREEMENT INCLUDES A RELEASE AND WAIVER OF LIABILITY, AN ASSUMPTION OF RISK, AND AN AGREEMENT TO INDEMNIFY THE REALEASEES. I UNDERSTAND I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING THIS AGREEMENT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

BY MY SIGNATURE I REPRESENT THAT I AM AT LEAST EIGHTEEN YEARS OF AGE OR, IF NOT, THAT I HAVE SECURED BELOW THE SIGNATURE OF MY PARENT OR GUARDIAN AS WELL AS MY OWN.

Signature of Participant

Date

Adopted 6/2006

Revised 7/2012

Medical Information for Immersion Trips

Student General Information: (please print)

Name: _____ DOB: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Primary Care Physician: _____ Phone: _____

Emergency Contact Information

Name: _____ Relation: _____

Address: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Email: _____

Medical Information

Are you presently being treated for an injury or sickness or taking any form of medication for any reason? ___ Yes ___ No. If yes, please explain and list medications:

Are you allergic to any type of medication? ___ Yes ___ No. If yes, please list:

Please list all allergies:

Do you require a special diet? ___ Yes ___ No. If yes, please explain:

Do you or (have you ever had) any of the following? Circle and explain below:

Seizure Disorders

Asthma

Heart Murmur

Hay Fever

Kidney Disease

Diabetes

Do you have any allergies other than medical? ___ Yes ___ No. If yes, please explain:

Do you have any physical handicaps or illnesses which would prevent you from participating in normal rigorous activities? ___ Yes ___ No. If yes, please explain:

Medical Treatment Authorization

I understand this form will be used to judge medical attention given to me in the event of an emergency and I authorize the calling of a doctor for the providing of necessary medical services.

I agree to notify the Wesley Theological Seminary representative in the event of any health changes, which would restrict my participation in any normal activities before and during this trip.

Print Name:

Signature:

Name of Health Insurance Company:

Insurance Company contact number:

Policy Number:

Note: This information is intended exclusively for the use of the immersion trip leader and will be shared only with those who might need to administer medical care. Your immersion leader has been instructed to destroy this information at the conclusion of your immersion experience.

Intercultural Immersion Certification

NOTE: RETAIN THIS CERTIFICATE AND TAKE IT WITH YOU FOR A SIGNATURE AT THE CONCLUSION OF YOUR IMMERSION

Name: _____

Name of Intercultural Immersion attended: _____

Dates of Participation: _____

This form is submitted to certify completion of the above immersion experience and the Debriefing Seminar.

SIGNATURES

Student Date

Immersion Sponsor or Representative Date

Debriefing Seminar Faculty Date

COMMENTS ABOUT STUDENTS' PARTICIPATION (OPTIONAL):

To be completed by Immersion Leader as needed:

Please submit this form to the PM&M Office no later than the completion of the Debriefing Seminar that follows the completion of your Immersion experience.

Received by: _____ Date _____

APPENDIX B

NON-DEGREE IMMERSION APPLICATION FORM

Non-Degree Student*
Intercultural Immersion Application
Wesley Theological Seminary
Practice in Ministry & Mission Program

Name: _____

Address: _____

Telephone: _____

Email: _____

Immersion which you plan to attend: _____

Starting and ending dates of proposed immersion experience: _____

Please check all that apply:

I am over the age of 18

I am a student at (name of institution): _____

Degree Program: _____

I am a Wesley Theological Seminary Alum. Year graduated: _____

I am a WTS Doctorate of Ministry Student. Track: _____

I am a Pastor of (name of church) _____

Other (please specify): _____

Signature of Applicant

Date:

Received by (to be completed by PMM Office)

Date:

*Form should only be completed by individuals who are not enrolled in a Wesley Masters degree program

Waiver Forms

On the following pages, there are two versions of the waiver forms of which one is to be submitted with your application. Complete the appropriate waiver form, depending on whether or not you are participating in a Domestic Immersion or International Immersion. **Please be sure to attach the appropriate waiver form to your application.**

Wesley Theological Seminary Domestic Immersion Waiver

This form is intended to be signed by all students, guests, and other non-employees participating in Intercultural Immersion trips.

(Name of Intercultural Immersion)

RELEASED AND WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT

I, _____, hereby acknowledge that I have voluntarily elected to participate in the following immersion trip _____ to be held in and around (location) _____, from _____ to _____.

In consideration for being permitted by Wesley Theological Seminary to participate in this Intercultural Immersion, I hereby acknowledge and agree to the following:

ELECTIVE PARTICIPATION: I acknowledge that my participation is elective and voluntary in accordance with the seminary's course requirement for Intercultural Immersions.

RULES AND REQUIREMENTS: I agree to conduct myself in accordance with seminary policies and procedures, including the *Covenant of Professional Ethics and Behavior* and the *Sexual Harassment Policy*. I further agree to abide by all the rules and requirements of the Immersion. I acknowledge that Wesley Theological Seminary has the right to terminate my participation in the Immersion if it is determined that my conduct is detrimental to the best interest of the group, my conduct violates any rule of the Immersion, or for any other reason in the seminary's discretion.

INFORMED CONSENT: I have been informed of and I understand the various aspects of the Immersion, including the dangers, hazards, and risks inherent in the Immersion, including but not limited to transportation to and from Wesley Theological Seminary via private vehicle, common carrier participation in the Immersion, overnight accommodations, weather conditions, conditions of equipment, facility conditions, negligent first aid operations or procedures, and in any independent research or activities I undertake as an adjunct to the Immersion. I understand that as a participant in the Immersion I could sustain serious personal injuries, illness, property damage, or even death as a consequence of not only the Seminary's actions or inactions, but also the actions, inactions, negligence or fault of others. I further understand and agree that any injury, illness, property damage, disability or death that I may sustain by any means is my sole responsibility except for those occurrences due to the Seminary's negligence or intentional acts.

RELEASE AND WAIVER OF LIABILITY: I, on behalf of myself, my personal representatives, heirs, executors, administrators, agents and assigns, **HEREBY**

RELEASE, WAIVER, DISCHARGE, AND COVENANT NOT TO SUE Wesley Theological Seminary, its governing board of directors, officers, employees, agents, volunteers, and any students (hereinafter referred to as "Releasees") for any and all liability, including any and all claims, demands, causes of action (known or unknown), suits, or judgments of any and every kind (including attorneys' fees), arising from any injury, property damage or death that I may suffer as a result of my participation in the Immersion, **REGARDLESS OF WHETHER THE INJURY, DAMAGE OR DEATH IS CAUSED BY THE RELEASEES, UNLESS THE INJURY DAMAGE OR DEATH IS CAUSED BY THE RELEASEES' NEGLIGENCE OR INTENTIONAL ACTS, AND REGARDLESS OF WHETHER THE INJURY DAMAGE OR DEATH OCCURS WHILE IN, ON, UPON, OR IN TRANSIT TO OR FROM THE PREMISES WHERE THE IMMERSION OR ANY ADJUNCT TO THE IMMERSION, OCCURS OR IS BEING CONDUCTED.** I further agree that the Releasees are not in any way responsible for any injury or damage that I sustain as a result of my own negligent acts.

ASSUMPTION OF RISK: I understand that there are potential dangers incidental to my participation in the Immersion, some of which may be dangerous and which may expose me to the risk of personal injuries, property damage, or even death. I understand that there are potential risks as a consequence of, but not limited to: participation in this Immersion, travel to and from _____ via private vehicles, common carriers, and/or Seminary owned vehicles, weather conditions, overnight accommodations, facility conditions, equipment conditions, first aid operations or procedures of Releasees, and other risks that are unknown at this time. **I KNOWINGLY AND VOLUNTARILY ASSUME ALL SUCH RISKS, BOTH KNOWN AND UNKNOWN, EVEN IF ARISING FROM THE ACTS OF THE RELEASEES, UNLESS THEY ARISE FROM THE RELEASEES' INTENTIONAL OR NEGLIGENT ACTS,** and assume full responsibility for my participation in the Program.

INDEMNITY: I, on behalf of myself, my personal representatives, heirs, executors, administrators, agents, and assigns, agree to hold harmless, defend and indemnify the Releasee from any and all liability, including any and all claims, demands, causes of action (known or unknown), suits, or judgments of any and every kind (including attorneys' fees), arising from any injury, property damage or death that I may suffer as a result of my participation in the Immersion, **REGARDLESS OF WHETHER THE INJURY, DAMAGE OR DEATH IS CAUSED BY THE RELEASEES OR OTHERWISE, UNLESS THE INJURY DAMAGE OR DEATH IS CAUSED BY THE RELEASEES' NEGLIGENCE OR INTENTIONAL ACTS.**

CERTIFICATION OF FITNESS TO PARTICIPATE: I attest that I am physically and mentally fit to participate in the Immersion and that I do not have any medical record of history that could be aggravated by my participation in this particular Immersion.

MEDICAL CONSENT: I understand and agree that Releasees may not have medical personnel available at the location of the Immersion. In the event of any medical emergency, I (initialize one) do ___ do not ___ authorize and consent to any x-ray examination, anesthetic, medical, dental or surgical diagnosis or treatment, and hospital care that the Seminary personnel deem necessary for my safety and protection. I understand and agree that Releasees assume no responsibility for any injury or damage which might arise out of or in connection with such authorized emergency

medical treatment. I understand and agree that I am responsible for my individual medical insurance.

CHOICE OF LAW: I hereby agree that this Agreement shall be construed in accordance with the laws of the District of Columbia.

SEVERABILITY: If any term or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law governing this Agreement the validity of the remaining portions shall not be affected thereby.

I HAVE READ THIS AGREEMENT AND FULLY UNDERSTAND ITS TERMS. I AM AWARE THAT THIS AGREEMENT INCLUDES A RELEASE AND WAIVER OF LIABILITY, AN ASSUMPTION OF RISK, AND AN AGREEMENT TO INDEMNIFY THE RELEASEES. I UNDERSTAND I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING THIS AGREEMENT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT. BY MY SIGNATURE I REPRESENT THAT I AM AT LEAST EIGHTEEN YEARS OF AGE.

Signature of Participant

Date

Adopted 6/2006

Revised 6/2013

Wesley Theological Seminary International Immersion Waiver

This form is intended to be signed by all students, guests, and other non-employees participating in Intercultural Immersion trips.

(Name of Intercultural Immersion)

RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT

I, _____, hereby acknowledge that I have voluntarily elected to participate in the following immersion trip _____ to be held in and around (location) _____, from _____ to _____.

In consideration for being permitted by Wesley Theological Seminary to participate in this Intercultural Immersion, I hereby acknowledge and agree to the following:

ELECTIVE PARTICIPATION: I acknowledge that my participation is elective and voluntary in accordance with the Seminary's course requirement for Intercultural Immersions.

RULES AND REQUIREMENTS: I agree to conduct myself in accordance with seminary policies and procedures, including the *Covenant of Professional Ethics and Behavior*, and the *Sexual Harassment Policy*. I further agree to abide by all the rules and requirements of the Immersion. I acknowledge that Wesley Theological Seminary has the right to terminate my participation in the Immersion if it is determined that my conduct is detrimental to the best interests of the group, my conduct violates any rule of the Immersion, or for any other reason in the Seminary's discretion.

I understand that in the event my participation in the Program is terminated for violating any rule of the Program, I will be solely responsible for the cost of return travel. I further understand and agree that the Seminary is not responsible for any injury or damage that I sustain if I travel independently or am otherwise separated or absent from Seminary sponsored activities. I acknowledge that I am solely responsible for any legal problems I encounter with any foreign nationals or government and the Seminary is not responsible for providing any assistance under those circumstances.

INFORMED CONSENT: I have been informed of and I understand the various aspects of the Program, including but not limited to the fact that the Program will be held in and around _____ (location). I understand that travel outside the United States is considered dangerous and I accept the risks of such travel. I have received and reviewed the travel itinerary from the Immersion and understand the risks involved in traveling to, within and from _____, including but not limited to foreign political, legal, social, and economic conditions, language barriers, safety hazards, crime, disease, consumption of food, civil unrest or hostilities, terrorism, war, natural disasters and weather conditions, and negligent first aid

operations or medical treatment. I further understand that serious injuries could occur during my participation in the Program and that as a Participant I could sustain personal injuries, property damage, or even death as a consequence of participating in this Immersion, local transportation to and from various activities, international travel to and from _____ (Immersion location). I understand that serious injuries could occur during participation in this Program and that as a Participant, I could sustain serious personal injuries, illness, property damage, or even death as a consequence of not only the Seminary's actions or inactions, but the actions, inactions, negligence or fault of others and that there may be other risks not known to me or not reasonably foreseeable at this time. I further understand and agree that any injury, illness, property damage, disability, or death that I may sustain by any means is my sole responsibility except for those occurrences due to the Seminary's negligence or intentional acts.

RELEASE AND WAIVER OF LIABILITY: I, on behalf of myself, my personal representatives, heirs, executors, administrators, agents, and assigns, **HEREBY RELEASE, WAIVE, DISCHARGE, AND COVENANT NOT TO SUE** Wesley Theological Seminary, its governing board, directors, officers, employees, agents, volunteers and any students (hereinafter referred to as "Releasees") for any and all liability, including any and all claims, demands, causes of action (known or unknown), suits, or judgments of any and every kind (including attorneys' fees), arising from any injury, property damage or death that I may suffer as a result of my participation in the Immersion, **REGARDLESS OF WHETHER THE INJURY, DAMAGE OR DEATH IS CAUSED BY THE RELEASEES' NEGLIGENCE OR INTENTIONAL ACTS, AND REGARDLESS OF WHETHER THE INJURY DAMAGE OR DEATH OCCURS WHILE IN, ON, UPON, OR IN TRANSIT TO OR FROM THE PREMISES WHERE THE IMMERSION OR ANY ADJUNCT TO THE IMMERSION, OCCURS OR IS BEING CONDUCTED.** I further agree that the Releasees are not in any way responsible for any injury or damage that I sustain as a result of my own negligent acts.

ASSUMPTION OF RISK: I understand that there are potential dangers incidental to my participation in the Program, some of which may be dangerous and which may expose me to the risk of personal injuries, property damage, or even death. I understand that these potential risks include, but are not limited to: travel to and from _____, local transportation within the Immersion location, including but not limited to foreign political, legal, social, and economic conditions, language barriers, safety hazards, crime, disease, consumption of food, civil unrest or hostilities, terrorism, war, natural disasters and weather conditions, negligent first aid operations or medical treatment, and other risks that are unknown at this time. **I KNOWINGLY AND VOUNTARILY ASSUME ALL SUCH RISKS, BOTH KNOWN AND UNKNOWN, EVEN IF ARISING FROM THE ACTS OF THE RELEASEES, UNLESS THEY ARISE FROM THE RELEASEES' INTENTIONAL OR NEGLIGENT ACTS,** and assume full responsibility for my participation in the Program.

INDEMNITY: I, on behalf of myself, my personal representatives, heirs, executors, administrators, agents, and assigns, agree to hold harmless, defend and indemnify the Releasees from any and all liability, including any and all claims, demands, causes of action (known or unknown), suits, or judgments of any and every kind (including attorneys' fees), arising from any injury, property damage or death that I may suffer as a result of my participation in the Immersion, **REGARDLESS OF WHETHER THE**

INJURY, DAMAGE OR DEATH IS CAUSED BY THE RELEASEES OR OTHERWISE, UNLESS THE INJURY DAMAGE OR DEATH IS CAUSED BY THE RELEASEES' NEGLIGENCE OR INTENTIONAL ACTS.

PERSONAL BELONGINGS: I understand and acknowledge that the Seminary is not responsible for the loss of any personal belongings or property that I sustain during my participation in the Immersion including but not limited to the loss of credit cards, cash, luggage, and other items.

MEDICAL CONSENT: I understand and agree that Releasees do not have medical personnel available at the location of the Program. In the event of any medical emergency, I (*initial*) do _____ do not _____ authorize and consent to any x-ray examination, anesthetic, medical, dental, or surgical diagnosis or treatment, and hospital care that the Seminary personnel deem necessary for my safety and protection. I understand and agree that Releasees assume no responsibility for any injury or damage which might arise out of or in connection with such authorized emergency medical treatment. I understand and agree that I am responsible for my individual medical insurance.

CHOICE OF LAW: I hereby agree that this Agreement shall be construed in accordance with the laws of the District of Columbia.

SEVERABILITY: If any term or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law governing this Agreement the validity of the remaining portions shall not be affected thereby.

I HAVE READ THIS AGREEMENT AND FULLY UNDERSTAND ITS TERMS. I AM AWARE THAT THIS AGREEMENT INCLUDES A RELEASE AND WAIVER OF LIABILITY, AN ASSUMPTION OF RISK, AND AN AGREEMENT TO INDEMNIFY THE RELEAASEES. I UNDERSTAND I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING THIS AGREEMENT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

BY MY SIGNATURE I REPRESENT THAT I AM AT LEAST EIGHTEEN YEARS OF AGE OR, IF NOT, THAT I HAVE SECURED BELOW THE SIGNATRUE OF MY PARENT OR GUARDIAN AS WELL AS MY OWN.

Signature of Participant

Date

Adopted 6/2006

Revised 6/2013

Medical Information for Immersion Trips

General Information (please print)

Name: _____ DOB: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Primary Care Physician: _____ Phone: _____

In case of emergency, please notify: _____

Name: _____ Relation _____

Address: _____

Home Phone: _____ Work Phone: _____

Cell/Pager: _____ Email: _____

Medical Information

Are you presently being treated for an injury or sickness or taking any form of medication for any reason? ___ Yes ___ No. If yes, please explain and list medications:

Are you allergic to any type of medication? ___ Yes ___ No. If yes, please list:

Please list all allergies:

Do you require a special diet? ___ Yes ___ No. If yes, please explain:

Do you or (have ever had) any of the following? Circle and explain below:

Seizure Disorders

Asthma

Heart Murmur

Hay Fever

Kidney Disease

Diabetes

Do you have any allergies other than medical? ___ Yes ___ No. If yes, please explain:

Do you have any physical handicaps or illnesses which would prevent you from participating in normal rigorous activities? ___ Yes ___ No. If yes, please explain:

Medical Treatment Authorization

I understand this form will be used to judge medical attention given to me in the event of an emergency and I authorize the calling of a doctor for the providing of necessary medical services.

I agree to notify the Wesley Theological Seminary representative in the event of any health changes, which would restrict my participation in any normal activities before and during this trip.

Print Name: _____

Signature: _____

Name of Health Insurance Company: _____

Insurance Company contact number: _____

Policy Number: _____

Note: This information is intended exclusively for the use of the immersion trip leader and will be shared only with those who might need to administer medical care. Your immersion leader has been instructed to destroy this information at the conclusion of your immersion experience.

APPENDIX C

INTEGRATIVE THEOLOGICAL PAPER GUIDELINES

Questions to promote the writing of an Integrative Immersion Reflection Paper

Introductory Comment: Your integrative paper is to be a theological reflection upon your immersion experience. It is not a summary of what happened. It is not a journal of the day to day events. It is, however, a well thought out reflection upon your experience within a specific cultural context, a context which includes the people, the places, the events, the environment, the interactions with the individuals and groups. It includes your own grappling with disorientations, conflicts, and struggles with what you “heard, saw, and touched”. It is a reflection of your encounter with yourself within a different culture. The following questions are offered as stimuli to your own questioning of your experience:

1. Where was God in the experience? Where was God for others in the culture?
2. What biblical stories or images come to mind?
3. What theological themes were prominent in your immersion experience? e.g.

Sin	Evil	Forgiveness
Redemption	Reconciliation	Joy
Despair	Transformation	Abandonment
Being	Doing	Faith
Works	Justification	Sanctification

4. What church traditions connected with your immersion experiences?
5. How did your experience come into conflict with your faith?
6. What beliefs that you hold were reflected in the culture?
7. What values that you hold were challenged by your encounter with this culture?
8. What values that you hold were supported by your encounter with this culture?
9. What might God want you to learn from this experience for your own growth as a cultural person, and for your preparation for ministry?

Resource: Reflecting with God by Abigail Johnson, The Alban Institute, 2004.

APPENDIX D
NUMBER AND PRIORITY POLICY

INTERCULTURAL IMMERSION NUMBER AND PRIORITY POLICY (UPDATE EFFECTIVE JULY 1, 2015)

Maximum Number of Students Allowed on Immersions

The maximum enrollment including audits for any immersion, international or domestic, will be 20; the minimum number of persons to go on an immersion is seven. The maximum number can be exceeded if the inclusion of an additional faculty leader has been planned and budgeted. Individual faculty leaders may at their own discretion choose to limit enrollment in an immersion to a number smaller than 20.

Priority

M. Div. students for whom the Intercultural Immersion is required for degree conferral and who have completed *27 hours will be given first priority for immersions. Students who sign up for an immersion sooner will be given priority over those who sign up later.

M.Div. students who have not completed *27 credit hours should seek permission from the PMM Office to participate in an Intercultural Immersion.

M.Div. students who have not yet completed the immersion requirement and are nearing the end of their degree program will be given special consideration for meeting this requirement among the immersion possibilities being offered, but this does not include special privilege for any particular immersion.

On the day designated for initial deposits as indicated on Immersion Agreement Forms, the enrollment will open to non M.Div. students as delineated below and as administered by the trip leader and PMM Office.

Following Wesley M.Div. students, matriculating students who are enrolled in other degree programs at Wesley will then be given priority along with students from the Washington Theological Consortium and other academic institutions with which Wesley Seminary has a reciprocal relationship.

Students taking the immersion course for credit will be given priority over students taking the immersion course as an audit.

Non-students, which include spouses of students and PMM Learning Partnership Teams, may participate in Wesley-led immersions, with permission from the faculty-leader, after all students have been given priority and consideration.