



CLASS X (2023-2025)
Memorandum of Understanding

By applying to participate in Rural Leadership North Dakota, you are asking to be a member of a nationally renowned leadership program. Acceptance into the program will come with responsibilities and obligations for each participant.

As a Rural Leadership North Dakota (RLND) participant, I realize I will be held to a high standard of conduct. I will hold myself and fellow participants accountable to these expectations:

- **I am an ambassador of the RLND Program.** During all RLND seminars, including free time, I will conduct myself in a manner that reflects positively on the reputation of RLND, other participants, my employer and myself.
- **I will attend all scheduled seminars and sessions, arrive on time, and fully participate to the conclusion of all seminars.** Each participant brings as much to RLND as he/she takes away. Inattention, tardiness, and absenteeism are detrimental to my development as well as the experience of the entire class, therefore I will:
 - Provide value to seminars by asking pertinent questions, sharing my perspectives, and engaging in dialogue with speakers and class members.
 - Prepare for each seminar by reviewing the objectives, agenda, memo and completing accompanying pre-read materials and assignments.
 - Not use electronic devices during seminars unless use pertains directly to the seminar.
 - Wear my RLND name tag and use the provided table tent at each seminar.
- I will be assigned public speaking exercises, roles in helping to conduct seminars, and various evaluations, projects and reports. **I will complete all assigned activities** within the allotted timeframe, particularly:
 - Development and completion of a community project
 - Community project written report and presentation
 - A public presentation in a place of my choice regarding my RLND experience following the International Seminar and prior to graduation.
- I understand that points of view, value systems and individual beliefs shared during seminars may not align with my own perspectives. **I will respect others and seek to understand differing viewpoints** in an open-minded and constructive manner.
- **I understand that I will share a room with an assigned roommate(s) of the same gender** during Rural Leadership North Dakota (RLND) seminars with room assignments changing each seminar.
- **I understand that RLND has a strict dress code:** business, business casual, or casual attire based on the seminar and safety considerations. I agree to dress appropriately.
- **I will have a valid passport** by the summer seminar of the first program year (June 2024) and submit secure copies to the Program Director by that date. If I have a passport, it must be valid for six months following the end of the international trip (valid until at least August 2025).

- **I understand seminars are rigorous** and may include daily activity for eight hours or more. Requests for accommodations related to a disability should be made to the Program Director.
- **I understand the RLND includes foreign travel** and may include developing nations creating health risk beyond that generally encountered in the U.S.:
 - Varying sanitation and safety requirements and exposure to different strains of bacteria and viruses challenging those with weakened immune systems.
 - Quality and availability of medical care may not meet U.S. standards.
- **I understand that contagious illness or vaccination status may affect my ability to participate** in certain program activities.
- **I understand that if I have a felony of misdemeanor conviction on my record, it may affect my eligibility to obtain a passport or travel internationally.**

Financial Commitments

I am personally responsible to meet financial obligations associated with my participation in Rural Leadership North Dakota (RLND).

- I understand the cost of RLND is approximately \$16,000 per person. **My participation fee is \$4,000.** I will pay in accordance with one of the following payment schedules:
 - Pay in Full (\$4,000 due November 1, 2023)
 - Yearly Payments (Year 1: \$2,000 due November 1, 2023, Year 2: \$2,000 due November 1, 2024)
- **I will incur costs not covered by RLND**, including travel to and from seminars, meals, a passport and other expenses. RLND cannot foresee all potential out-of-pocket expenses. Additional information on budgeting recommendations for out-of-pocket expenses can be found at the end of this document.
- **I will share rooms with fellow class members on a rotating basis.** Participants may request a single room and will be responsible for the cost differential between a single and double room.
- **I understand that RLND will not provide a make-up session or tuition refund** for any program absences or if a participant leaves the program early.
- I understand participant tuition covers only a portion of the actual program costs. Other funding sources for the RLND program include: NDSU Extension, North Dakota businesses and organizations, foundations, granting agencies and interested individuals. **I will be asked to contact businesses and organizations to help fund seminars.**

Participant tuition may be sponsored by various sources, including individuals, organizations, community groups, etc. Tuition scholarships may be available based on need and availability of resources.



Participation Commitment

If I am selected as a participant in Rural Leadership North Dakota, I will attend as a representative of

I agree to attend every session of Rural Leadership North Dakota.

Applicant's Signature _____ Date _____

As a participant, I realize I am responsible for the full amount of the \$4,000 tuition and additional incidental costs associated with the RLND Program.

Applicant's Signature _____ Date _____

I certify that I have read, and agree to abide by, this Memorandum of Understanding.

Applicant's Signature _____ Date _____

I give permission to have my image used by North Dakota State University for educational purposes. I understand that my image will be used to help illustrate and explain educational programs of North Dakota State University.

Applicant's Signature _____ Date _____

Addendum

Budgeting Recommendations

The following outlines sample costs that may be incurred during the RLND program. RLND cannot foresee all potential out-of-pocket expenses.

General Program

- Additional name tag for back up and/or replacement: \$20.
- RLND Attire. Many classes create a promotional attire order together at the first seminar to have RLND attire to wear throughout the program. This attire is at your own expense.
- Luggage will be required for your travel to seminars.

In-State Study Seminars

- The cost of travel to and from in-state seminars. The cost of this travel will vary significantly depending on the location of the seminar, your location of origin, and mode of transportation.
- Lodging costs outside of seminar schedule. RLND covers lodging nights when seminars are in session. If you must travel more than 4 hours to a seminar location or the seminar start time will mean you need to leave before 6AM to arrive on time, RLND may incur the expense for your hotel the night before the seminar. If you choose to arrive a day early or stay after the seminar adjourns, the cost is your responsibility. If your home is located more than 4 hours away from the arrival location and we arrive after 10PM, RLND may incur the expense for your hotel that night.
- Incidental expenses, such as laundry, room charges, toiletries, etc.
- Some meals, including dinner the night before seminars start, breakfast/lunch on the first day of the seminar and occasional breakfasts on Thursday and Friday mornings (generally, most hotels include a free continental breakfast) and lunch/dinner on the last day of the seminar.

Regional Study Seminar

- The cost of travel to and from the Fargo, ND departure location. Depending on personal preference, this may include the need for lodging and meals the day before departure and/or the day of arrival. Transportation to the Regional Study Seminar will be provided via shuttle bus with the entire group.
- Some meals, including dinner the night before the seminar starts, breakfast/lunch on the first day of the seminar and occasional breakfasts (generally, most hotels include a free continental breakfast) and lunch/dinner on the last day of the seminar. At least three lunches and three dinners and/or receptions will be covered by RLND.
- Tours and museum entrance fees not included as a part of the seminar.

National Study Seminar

- The cost of travel to and from a regional airport closest to you. Depending on flight times and personal preference, this may include the need for connecting flights, and/or lodging and meals the day before departure and/or the day of arrival.

- Most meals. At least two lunches and two dinners and/or receptions will be covered by RLND.
- Transportation between most sessions on will be provided via public transportation or shuttle bus. If you choose to ride share service or taxi, it may be up to \$75 to \$100.
- Tours and museum entrance fees not included as a part of the seminar.

International Study Seminar

**Costs associated with the International Seminar will vary significantly depending on destination(s). Meals, cell phone accessibility, the need for, and costs of, visas and immunizations are all dependent on the location.*

- The cost of travel to and from a regional airport closest to you. Depending on flight times and personal preference, this may include the need for connecting flights, and/or lodging and meals the day before departure and/or the day of arrival.
- Acquiring a passport: \$110-\$205.
- All necessary visas and processing fees (dependent on selected international travel destination(s)).
- All necessary immunizations and travel medications.
- RLND covers basic travel insurance; additional insurance may be added at your expense.
- Laundry and other necessary services.
- Telecommunications such as Wi-Fi and international cellular service.
- Meals or snacks throughout the seminar (varies depending on location).