



Keilir
Adventure Studies



**THOMPSON
RIVERS
UNIVERSITY**

Student Handbook Adventure Guide Certificate



Fall 2019-Spring 2020

Dear student,

Welcome to Keilir for the Academic Year 2019 - 2020. We thank you for trusting us with your adventure guide education for the coming months and look forward to participating in your personal and professional development, help you acquire new skills and knowledge within the field and not least to help you make lasting memories and friends for a lifetime.

On behalf of Keilir Academy,

Arnar Hafsteinsson

Director of Keilir Health Academy

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1. The Keilir Adventure Guide Certificate

1.1 Program history

The Adventure Travel Guide Diploma came into existence in April 1992. Ross Cloutier developed the concept and the proposal that was endorsed by Kamloop's Thompson Rivers University (TRU) and the Province of British-Columbia. Twenty-two students began the 2-year diploma in September 1992. Since then, the Kamloops program has graduated over 1,000 students and grown to include over 50 students per year. There are now 8 faculty members in the Kamloops department who work with an additional 50 part-time instructors.

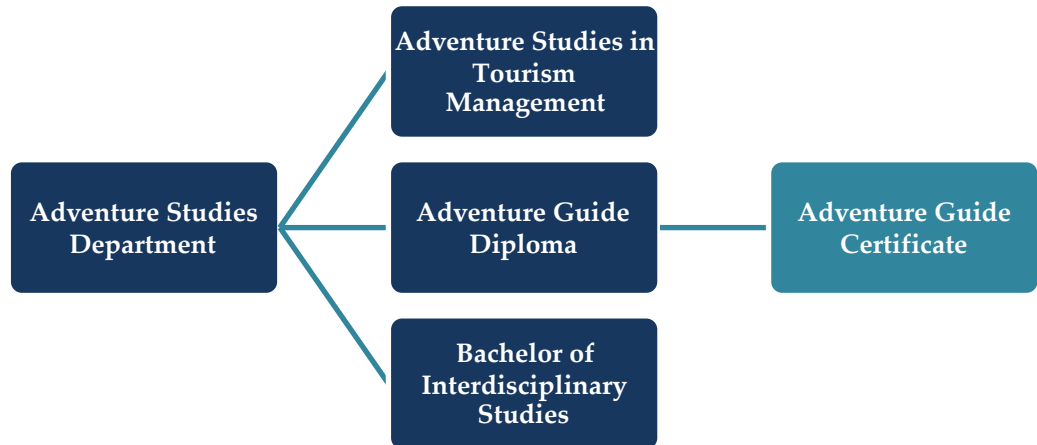
In 2012, Arnar Hafsteinsson approached TRU with the idea of a joint partnership between Keilir and TRU, in which Keilir would deliver the TRU Adventure Guide Certificate (which mirrors the first year of the Adventure Guide Diploma) in Iceland. In the Fall 2013, sixteen students began the certificate in Iceland. The Keilir Adventure Guide Certificate is currently on its seventh year of operation.

Graduates of the Keilir Adventure Guide Certificate are eligible to apply for the second year of the Adventure Guide Diploma at TRU, or ladder into a Bachelor's Degree in Tourism Management with a concentration in Adventure Tourism. So far, 14 graduates have done so, and we hope to have many more.

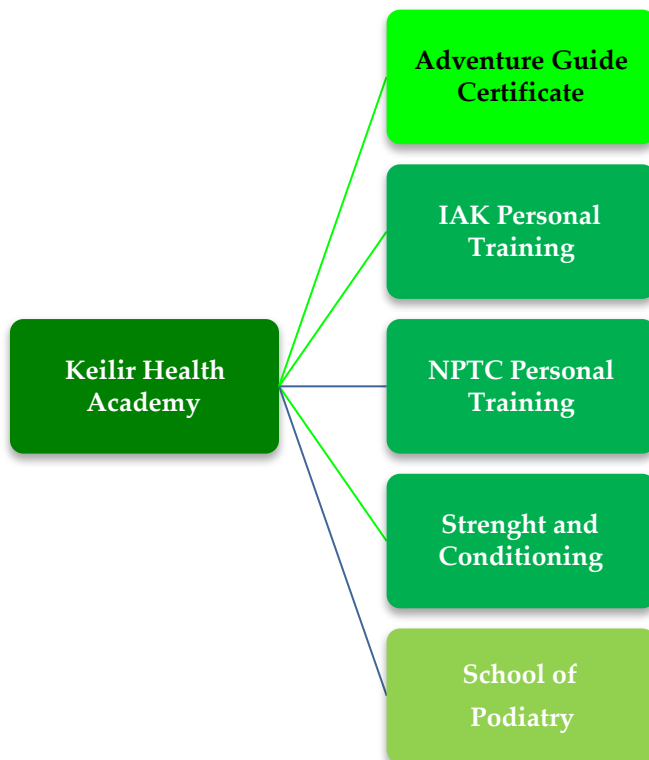
1.2 Keilir faculty

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1.3 TRU organizational chart



1.4 Keilir organizational chart



1.5 Part-time faculty

Each year Keilir hires approximately 15 part-time instructors for the field and classroom courses, of which several also work for TRU. We try to have a mix of international and local instructors on each course, so that students are exposed to international standards while having the opportunity to network locally. We also do our best to hire a mixed gender team, however this is not always possible.

1.6 Meeting with faculty

Students are encouraged and welcome to meet and consult with any of the faculty members throughout the semester. However, it is recommended to communicate in advance with the faculty to schedule a meeting.

1.7 Communication

Because of its nature, the Adventure Guide Certificate deals with significant course related logistics, which are quite variable and often change with little advance notice. Although we attempt to inform students of any and all changes, it is the responsibility of the students to obtain all the necessary logistical information as well as staying updated on changes.

Field and classroom course logistics as well as other useful information will be communicated:

- Directly by the instructors
- Via e-mail through your Keilir student e-mail account
- Via the Facebook group

E-mail

Each student must obtain their Keilir e-mail address and verify daily. This address will be the main communication tool between Keilir and the students. Instructors will usually reply to e-mail inquiries within 24 hours, provided they are not on a field course or away from the office.

Facebook

The Adventure Guide Certificate F19-S20 Facebook group is a useful tool for communication; it is not appropriate for students to communicate directly to instructors for school-related purposes through Facebook. Any Facebook messages sent to instructors via Facebook will be disregarded.

2. Course Related Policies

2.1 Course payment

All course fees must be paid by the prescribed Keilir fee payment dates. The tuition fees for each semester must be paid in total before the first day of class (**by mid-August for the Fall semester; by mid-January for the Winter semester**). You will need to have paid your tuition fees to be allocated a Keilir e-mail address and gain access to Moodle, which is the teaching platform Keilir uses. **Student fees are non-refundable.**

Students that have outstanding fees, except for official deferrals, might have their account “flagged” by the financial department. Students with a “flagged” account will not be allowed to participate in any courses until their fees are entirely paid for; they will also lose access to Moodle.

2.2 Elective courses

Students have the opportunity to add elective courses to their Adventure Guide Certificate, for extra credits. We typically offer 2 elective courses: *Ski Tour 1* and *Rock Climbing 1*. Students will have until **November 1** to sign up for the elective courses and pay for the entire **non-refundable** course fees by **January 15** with the rest of their tuition for the Winter semester.

2.3 Dropping or adding a course

Students must drop a course before the first day of the course in order to obtain the right to postpone the course for 1 year. Courses dropped after the cut-off date will have a mention of DNC (Did Not Complete) on the TRU transcript and a grade of 0. If you are registered for a course after the cut-off date you will have to pay for the entire course fees whether or not you take the course.

2.4 Medical exemptions

2.4.1 Injuries or illness sustained on a course

A student who cannot complete a course because of injuries sustained on a course will:

- Have to take the course again and pay 60% of course fees (you will get a 40% discount for the following year).
- Get the mention DNC (Did Not Complete) on his/her TRU transcript and a grade of 0.

If the course was almost completed, the instructor and director will assess the situation and determine if the student can get a passing course mark or whether there is a possibility that the student can complete the course or retake only a portion.

2.4.2 Injuries sustained on personal time

A student who cannot attend a course because of injuries sustained on personal time will:

- Have an opportunity to take the course the following year instead for no additional charges, as long as the student withdraws from the course before it starts.

2.5 Course scheduling

Students will be given a schedule at the start of the semester. If changes are necessary during the semester, students will be advised. These might be last minute changes so we ask that students be flexible and understanding.

2.6 Transferring credits

Application for credit transfer is to be completed with the coordinator or the chair of the department before the start of the semester. Students may receive transfer credits for up to 50% of total courses, 25% of which may be activity courses. To obtain transfer credits, students must provide transcripts and copies of certificates (which must be current, not expired). **Students who are applying for a loan should be aware that transferring credits might impact their eligibility to have access to a student loan in Iceland.**

Transfer credits may be given for the following certifications:

- WMA (80 hours) Advanced Wilderness First Aid (or equivalent) for ADVG 2030 Advanced Wilderness First Aid
- ISKGA Coastal Guide (or equivalent) for ADVG 2640 Sea Kayak 1
- Rescue Canada/Rescue 3 Swiftwater & Whitewater Rescue Technician (or equivalent) for ADVG 1600 Swiftwater Rescue Technician
- International Rafting Federation Guide Level 2 (or equivalent) for ADVG 2660 Rafting 1
- AIMG Hard Ice 1 (or equivalent) for ADVG 2810 Glacier Skills

2.7 Wilderness First Aid requirements

All adventure students must have an Advanced Wilderness First Aid certification to participate in the field courses for the Winter semester. The certification must be valid for the remainder of the program.

3. Student Expectations

3.1 General conduct

Keilir Health Academy benefits from a high profile both on campus and in the community. This, to a certain extent, is also true within the adventure industry. This standing brings many privileges but also attracts significant scrutiny. Students are therefore expected to carry a high standard of social conduct, especially in any community where field courses take place. The expectations that come with the program will stay with you long after you have completed your studies at Keilir. Students who display unacceptable behaviour may face disciplinary action.

Your success during your time at Keilir and in your future career as a guide will, to a large extent, depend on whether or not you can remain physically healthy. We have unfortunately witnessed many students ruin entire semesters and potential careers by being injured in preventable accidents. **Most of these injuries occur on student's personal time.** We encourage all students to behave responsibly and within their ability levels.

3.2 Classroom & campus etiquette

The classroom is a classroom and should be used accordingly. **Cellular phones are to be turned off in class,** and portable computers are allowed as long as they are used appropriately. **It is strictly prohibited to consume food in the classroom, and all beverages are to be in a spill-proof container.**

3.3 Student participation

All classroom and field courses depend on active engagement with your classmates, the material, and your instructors. This means class attendance is absolutely essential. Your contributions to the class are not only appreciated, but are an important element of the learning experience. Excellent participation includes consistent attendance, punctuality, involvement in class discussions, and courtesy to others. Chronic tardiness or leaving early is disruptive and will not be tolerated. Please make every effort to arrive on time, and try not to schedule appointments during class time. **Please avoid using your cellphones (other than for navigating) while on field courses, as they can be distracting.** Finally, we operate by the Challenge-by-Choice guidelines for our field courses, which means students are responsible for choosing what level of risk they are willing to expose themselves to.

3.4 Attendance & expectations

3.4.1 Classroom courses

In accordance with Keilir class attendance policy, students are expected to punctually attend all course sessions. The student is held accountable for the work covered in each class. **If your absences are excessive – that is if you miss more than two classes (6 hours) – you are considered having dropped the course and will possibly receive a failing grade for the course.** Your instructor will keep class attendance. If you have an emergency and cannot attend please contact your instructor **via phone or e-mail** prior to the class. If a student misses class, it is their responsibility to obtain lecture notes and assignments from a fellow classmate. Since quizzes can be unannounced, regular and punctual class attendance is strongly recommended.

3.4.2 Field courses

Students are required to attend 100% of field courses - this includes any pre-trip or post-trip meeting or classes.

3.5 Fitness

The Adventure Guide Certificate program requires students to be in excellent physical condition upon arrival. Students need to be both strong and have cardiovascular fitness in order to meet the demands that will be placed upon them in every course. As professional guides, it is important to be free of injury and to have good stamina in multiple sports. Fitness needs to be a daily part of every student's routine in order to reduce injury and be able to get the most out of each course. Students should start training upon acceptance into the program so they have a solid foundation of fitness upon arrival.

3.6 Drugs, alcohol & tobacco

Keilir has a no tolerance policy for drugs, alcohol, and tobacco; **students are not allowed to consume non-prescription drugs (recreational drugs), alcohol, and/or smoke tobacco or electronic cigarettes during a field course** (field courses refer to any course held off-campus). Furthermore; **there is no smoking allowed on the school premises.** This ban **includes the use of electronic cigarettes.** Students caught violating this policy will face disciplinary action, which may include suspension from the program.

3.7 Passing grades

Students must complete and pass (with a minimum of 5.5) all courses in order to graduate from the Adventure Guide Certificate. Students will receive both a TRU and Keilir mark for each course. Below is a table explaining the TRU and Keilir grading system.

<i>Letter Grade</i>	<i>TRU Grading System (/100)</i>	<i>Keilir Grading System (/10)</i>	<i>Letter Grade Definitions</i>
A+ A A-	90 - 100, 85 - 89, 80 - 84	9.0 – 10.0 8.5 – 8.9 8.0 – 8.4	Excellent. First Class Standing. Superior performance showing comprehensive, in-depth understanding of subject matter. Demonstrates initiative and fluency of expression.
B+ B B-	77 - 79, 73 - 76, 70 - 72	7.7 – 7.9 7.3 – 7.6 7.0 – 7.2	Very Good. Second Class Standing. Clearly above average performance with knowledge of principles and facts generally complete and with no serious deficiencies.
C+ C	65 - 69, 60 - 64	6.5 – 6.9 6.0 – 6.4	Satisfactory. Basic understanding with knowledge of principles and facts at least adequate to communicate intelligently in the discipline.
C-	55 - 59	5.5 – 5.9	Minimal Pass. Some understanding of principles and facts but with definite deficiencies.
D F	50 – 54 0 - 50	0 – 5.4	Unsatisfactory. Fail. Knowledge of principles and facts is fragmentary; or student has failed to complete substantive course requirements.
DNC		0.00	Did not complete the course, less than 50% of course work completed or mandatory course component(s) not completed. No official withdrawal.

3.8 Holidays & time-off

Students are expected to be back in time after school holidays and time-off; make your plans accordingly. Students planning personal holidays during classes are subject to the regular attendance conditions. Be especially careful when booking flights; our schedule might change.

3.9 Student responsibilities

It is the student's responsibility to be aware of policies, procedures and deadlines, which are in effect during their attendance at Keilir. Students are responsible for the accuracy of all documents (i.e. registration forms, course changes, additions and deletions).

3.10 Course evaluations

We attempt to have as many of the adventure program courses as possible evaluated by students. Your feedback is essential. Course evaluations only work with the full participation of students. Students will be sent a link to an online evaluation form for some of the courses – please make sure you take the time to complete them!

3.11 Medical conditions

It is the responsibility of the student to inform Keilir of any existing or newly developed medical conditions. Some medical conditions may result in the student not being able to continue in the program and/or to participate on field courses. If you suffer an injury on a course or off-course you need to let us know, especially if it is a concussion. For example, if you suffer a concussion while snowboarding at the ski hill or a shoulder separation while paddling you need to let us know even if these injuries did not happen on a course. This is for your own safety and the safety of your classmates.

4. Assignments & Exams

4.1 Format

The format and citations in your written assignments should follow the guidelines in the APA Style Publication Manual (American Psychological Association). Make sure you have access to this manual (available in the library in B7), read it, and follow all the guidelines on title pages, headings, citations, references, appendices, and so on. All papers in the Adventure Guide Certificate will be marked against the APA style.

4.2 Late assignments

All papers, and other assignments, must be turned in on time at the beginning of the class period or time for which they are due. Late assignments will be penalized according to your course and/or instructor's guidelines. Late papers must have a date, time and signature on them or the instructor will assume that you just turned it in. Make a copy of all assignments for yourself before handing them in. Keep all of your graded papers/quiz until you receive your final grade.

4.3 E-mailed assignments

Students that elect to send papers, assignments and other documents via e-mail must first get approval from the course instructors. It is the student's responsibility to ensure that the instructor has received the e-mailed document and that the document's formatting will be acceptable to the instructor. E-mailed documents that are received with faulty formatting will not be accepted.

4.4 Academic honesty

Academic honesty is expected of every Keilir student. The following are considered forms of academic dishonesty:

- ***Cheating*** – is an act of deception by which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered
- ***Academic misconduct*** – is the intentional violation of Keilir academic policies and procedures, by tampering with grades, or taking part in obtaining or distributing any part of an un-administered test
- ***Fabrication*** – is the intentional use of invented information or the falsification of research or other findings with the intent to deceive
- ***Plagiarism*** – is the inclusion of someone else's words, ideas or data as one's own work. When a student submits work for credit that includes the words, ideas or data of others, the source of that information must be acknowledged through complete, accurate, and specific footnote references, and, if verbatim statements are included, through quotation marks or block format as well. By placing his/her name on work submitted for credit, the student certifies the originality of all work otherwise identified by appropriate acknowledgement.

These are very serious offences that will receive a 0/"F" for the course. Some offences can lead to the expulsion from the program and/or expulsion from the institution. All offences will be permanently recorded in the student's file.

4.5 Assignment evaluation

Written assignments will be graded on content, completeness, creativity, spelling, grammar, neatness, and whether or not you followed the directions for the assignment. You will be penalized (in grading) if your papers are messy or if they contain numerous spelling and grammatical errors. If you know that you have a problem with this, we suggest you contact Keilir's student counselors, have a friend proofread your papers and use a word processing program that has a spelling/grammar check.

5. Equipment Use Guidelines & Policies

Keilir Health Academy owns a significant amount of outdoor equipment. Most of this equipment is available, free of charge, to Adventure Guide Certificate students. A small rental fee may be charged for use outside of the courses for some of the equipment - check with the program coordinator for using gear outside of the courses.

The equipment should be treated like your own personal equipment. The cost of the program does not justify or enable the abuse of equipment. Abuse will only make program fees increase. Remember that you wouldn't want to use equipment that was abused by another student.

5.1 General policies

- Most of the equipment is available to students free of charge for the program courses (except for drysuits & mountaineering boots)
- Some equipment may be rented for a small fee for extra-curriculum outings
- The equipment is available for adventure students only; it is not intended for friends and/or family
- Equipment will be signed-out from the gear bay at the beginning of each course
- Students are responsible to return the equipment they have signed out at the end of each course
- There will be a fixed sign-out and return date for extra-curriculum outing equipment. Keilir reserves the right to charge a late-fee for equipment that is not returned on-time
- It is the student's responsibility to ensure that the equipment is in good condition when it is returned, as you will be responsible for any damage
- Any abuse of equipment will result in loss of equipment privileges
- **Every student owes 4 hours of volunteer work to the Gear Bay**

5.2 Special equipment usage & guidelines

5.2.1 Kayaks

- Make sure the kayak you are using has been emptied of water
- The kayak should be clean and all garbage should have been removed

5.2.2 Tents

- Tents should be verified before and after trips to ensure that they are complete
- All tents must be returned dry and complete
- Please be careful not to mix tents parts from different tent models

5.2.3 Avalanche Beacons

- Students are responsible for providing batteries for the Avalanche Beacons
- Students are also responsible for the removal of their batteries

5.2.2 Drysuits (rented from GG Sport)

- Special care should be taken for the latex gaskets of the drysuit when putting it on or taking it off
- You should never walk without shoes when wearing a drysuit
- You should never expose the latex gaskets to the sun when drying a drysuit outside
- You should ask someone to assist you with the opening/closing of the zipper

5.3 Damaged, dirty or lost equipment

- Damaged or lost equipment while on personal time will be repaired and/or replaced at the student's own expense. The student has the option of replacing the equipment him/herself or repairing it
- Dirty equipment will be cleaned by the student
- Equipment that is not returned by a student will be charged to the student

5.4 Equipment damaged on course

In the event that equipment is lost or damaged during a course, the student must report the lost or damaged equipment to the course instructor as soon as possible for evaluation, repair or replacement. Failure to report damaged equipment might result in the student being charged for the cost of repairs or replacement. If the equipment is lost or damaged due to equipment failure, then the student will not be charged. If the equipment is lost or damaged due to the user failure or recklessness, then Keilir reserves the right to charge the student for it.

6. Passenger Policies – Keilir Vehicles

The following policies apply to any vehicle rented, leased or owned by Keilir.

6.1 General policy

- Students are not allowed to drive Keilir vehicles; except in an emergency situation.

6.2 Passenger responsibilities

All passengers must wear a seatbelt when the vehicle is in operation. It is a shared responsibility between the driver and the passengers to ensure everyone is wearing a seatbelt.

It is also a responsibility of the passengers to support the driver with driving responsibilities and duties.

- A passenger should occupy a seat to the right of the driver, commonly known as the “shotgun” seat at all times. This passenger needs to be awake to support, monitor and assist the driver of the vehicle
- Passengers need to make sure they do not put any undue pressure on drivers by wanting to get to the destination or back home in a hurry
- It is the passengers’ responsibility to make sure that no trash is left behind in the vehicle

7. Driving Policies – Student Vehicles

The following policies apply to any vehicles driven by students other than the ones rented, leased or owned by Keilir and driven during a course, to and/or from a course site. These policies apply regardless of whether or not the student is driving alone or with other students and whether or not the original departure point was Keilir.

7.1 Students using their own vehicles

Students are strongly discouraged from using their personal vehicles. Using a personal vehicle has many drawbacks:

- The student's own vehicle insurance will apply
- The vehicle will suffer wear and tear
- The vehicle might get damaged on rough backcountry roads
- The vehicle might get broken into, vandalized or stolen
- There might be significant liability and financial repercussions if an accident were to occur (cost of repairs, cost of deductible, increase in insurance premium, loss of insurance coverage and many more)
- Keilir is not responsible for any liability and/or expenses deriving out of the use of a personal vehicle on a course including the transportation of other students. This includes the vehicle and its content

7.2 Legal requirements

Any and all students that disregard the advice not to use their vehicles on courses or to get to/ and from course sites are required to:

- Have appropriate and current liability insurance coverage at all times
- Hold a valid driver's license at all times
- Abide all driving and road regulations
- Maintain a mechanically safe vehicle
- Do not carry more passengers than the number of working seat belts
- Drive with due care

8. Miscellaneous

8.1 Personal finances

Every year a few students find themselves in a dire financial situation because of a lack of personal budgeting. It appears that overspending on gear is often one of the causes (especially during ski season). Students are strongly encouraged to draft a personal budget for the duration of the school year. Additionally, students are encouraged to consult with the department faculty before making expensive equipment purchases.

8.2 Contacting students on field courses

Because of the remoteness of course locations, students need to understand and let their family members know that it might be impossible to contact students while they are on field courses; even in case of emergencies.

8.3 Klifurhúsið climbing gym

Klifurhúsið offers a 10% discount for adventure students. Speak to Ásrún for more information. The gym is located at Ármúli 23, Reykjavík (Tel: 554 9455).

8.4 Equipment purchases and “pro-deals”

A growing number of equipment manufacturers and retailers extend professional pricing or discounts to Keilir Adventure Guide Certificate students. Most of these discounts have been arranged through the efforts of local retail owners. The GG Sport owner, Leifur Dam Leifsson, has been especially supportive of the program and has actively pursued preferred pricing for students. The preferred pricing is a privilege; it is therefore imperative that students behave professionally. We encourage you to buy locally.

- The pro-deals are for adventure students only and are not to be used for friends and family
- Be discrete about the deals you are getting, especially when you are in the store; the rest of the clients have to pay full retail pricing
- You don't need to publicly boast about the deals you are getting
- Behave professionally at all times and be courteous to all store staff

Students caught abusing of pro-deals and behaving unprofessionally will lose all preferred pricing privileges. Furthermore, abuse may result in all students losing preferred pricing privileges. GG Sport is located at Smiðjuvegi 8, Reykjavik (Tel: 571 1020).

8.5 Hygiene

As an adventure student, you will spend a significant amount of time in close proximity to other students and instructors. Additionally, much of this time is spent in areas where washing facilities are few and far in between, and where traditional hygiene and personal care are challenging. Please make a special effort to be careful by following basic hygiene guidelines (i.e. washing your hands often, handling food with care, etc).

The expectation of outdoor professionals is that when you have access to adequate facilities or when you are at Keilir you wash your clothing thoroughly. You might not smell yourself, but others can smell you!

8.6 Environmental ethics

8.6.1 Smoking

- Smoking in the backcountry is strictly prohibited
- Smoking on school premises is also strictly prohibited

8.6.2 Waste

- All waste and garbage is to be carried out of the backcountry and disposed at appropriate facilities
- The burning of toilet paper or other materials in the backcountry is prohibited

8.6.3 Reduce, reuse and recycle (RRR)

We encourage RRR and provide the following options:

- Recycling containers are located in the main hall
- Please use reusable coffee mugs instead of paper cups
- Please use reusable water bottles instead of buying water in plastic water bottles

9. Moving from the Keilir Adventure Guide Certificate into the TRU Adventure Guide Diploma

Anyone in the Keilir Adventure Guide Certificate can apply to continue into the second year of the Adventure Guide Diploma at TRU. Since there are only a limited number of spaces available, all certificate students interested in applying will submit a written application informing the department of their intention. Applications will be assessed based on the following criteria:

- Personal days in the field
- Practicum plans for the summer
- Grades
- Second year course selection
- Quality of cover letter
- Demonstration of learning and leadership
- Overall attitude in the first year
- Realistic self-appraisal

Although we try our best there is no guarantee that we can accommodate everyone wanting to move into the second year of the Adventure Guide Diploma.

10. Risk & Safety – Please Read Carefully

The information contained here will be useful to anyone interested in participating in an adventure training program but is primarily intended for current and future students of the Adventure Guide Certificate at Keilir, their parents, other family members and friends.

Adventure sports and activities are inherently risky and there is a possibility that participants could be injured or killed while participating in such activities. These accidents could happen on Keilir courses or on participants' own personal trips and holidays, or while employed with an adventure related business.

A significant component of the Adventure Guide Certificate at Keilir involves students participating in a wide variety of adventure sports and activities. The courses are developed and delivered to model real life and therefore take place in real adventure settings and wilderness environments, and involve real risks, dangers and consequences. Students on Keilir courses do not benefit from special safety nets or backup systems other than those normally found in real life situations.

Students and careers in adventure are exciting, rewarding and enjoyable. But, choosing to study, recreate or work in adventure activities also means accepting the risks and consequences associated with the choices. Current students, future students, **especially parents**, other family members and friends, have the responsibility to understand these risks and consequences and decide whether they are willing to accept those risks and consequences. **If you are not ready to accept these risks and consequences as a student, parent or family member please choose a different program or career for yourself or for your child.**

11. Frequently Asked Questions

Has there ever been a fatality on a TRU & Keilir program or course?

Since the start of the first adventure program in 1992, there has never been a fatality on a TRU or Keilir course. There was one instructor fatality in 2001. The instructor was killed by a rock fall. Our records speak to our concern for safety and risk management but is not a guarantee that a fatality will not happen; one or more fatalities could happen on any of the Adventure Studies programs or courses.

Have there been fatalities outside of TRU & Keilir programs or courses?

Yes. Since 1992, eight students have been killed in various accidents that have occurred outside of TRU or Keilir programs and courses. These accidents usually happen on personal trips, weekends, holidays, or while students or graduates are employed. Three students have died in avalanches, one by falling ice, two by falling off a cliff while climbing, one in a vehicle accident, and one while whitewater kayaking.

Have there ever been injuries on TRU & Keilir programs or courses?

Yes. Every year a number of students get injured on TRU or Keilir adventure programs or courses. These are injuries such as, but not limited to, concussions, broken bones, bruises and lacerations, sprains, torn ligaments or frostbites. A student on a ski course broke her pelvis, four vertebrae and shoulder blade.

Have there ever been health issues on TRU & Keilir programs or courses?

Yes. Every year we have a certain number of students who will have health issues such as, but not limited to, allergies, the seasonal flu, regional diseases, insect and wildlife-borne diseases or food poisoning.

Does TRU & Keilir do any risk management?

Yes. All TRU & Keilir programs or courses involve many aspects of risk management. TRU & Keilir's goal is not to eliminate risks but to try and manage and optimize risks to achieve desired program and course outcomes. The programs and courses are not risk-free and there are risks that students and parents must share with us. We ask students and their parents to understand and accept these risks and consequences in writing prior to the start of the program or courses by signing the TRU & Keilir Adventure Studies Legal Release Contract ("the Waiver").

During pre-course safety briefings and activity-specific training students will receive further explanations of these risks in order to participate in TRU & Keilir courses and help manage these risks. Although TRU & Keilir and the instructors take precautions to mitigate the risks it is not possible for TRU & Keilir or the instructors to make programs and courses risk free.

Does TRU & Keilir supply safety equipment?

Yes. TRU & Keilir supply appropriate safety equipment. Students are encouraged to use their own equipment if it is deemed appropriate by the instructors.

Are the TRU & Keilir field courses like guided trips and tours that we see advertised by commercial tourism providers?

No. TRU & Keilir programs and courses are NOT run like commercially guided trips and tours. The TRU & Keilir courses are designed to train participants as instructors, guides and in other career paths. These are professional level training programs. Students are put in leadership roles and the level or risk may be higher than what would be considered acceptable by commercial operators.



Student Handbook
Adventure Guide Certificate
Thompson Rivers University &
Keilir Health Academy

ACKNOWLEDGEMENT, ACCEPTANCE & AGREEMENT

I _____ certify that I have read the ADVENTURE GUIDE CERTIFICATE STUDENT HANDBOOK and that I have had the opportunity to ask questions and obtain further clarification. I UNDERSTAND the policies outlined in the handbook, I ACCEPT to abide by the policies outlined in the handbook and I AGREE to the policies outlined in the handbook.

Name: _____

Signature: _____

Date: _____

Witness Name: _____

Witness Signature: _____



Keilir
Adventure Studies



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