



Terms, Conditions, and Cancellation Policy

Archaeology Research Program and Archaeology Lab Program

Deposit

A nonrefundable deposit of \$400 is required to secure your reservation and can be made by check or credit card (MasterCard, VISA, American Express).

Cancellation

All cancellation requests must be made in writing to the Crow Canyon Sales and Enrollment Specialist, 23390 Road K, Cortez, CO 81321-9408, or e-mailed to programs@crowcanyon.org. Cancellations become effective on the date received.

A handling fee of \$200 will be imposed for cancellation prior to the final payment date. Cancellation after the final payment date of a program will result in forfeiture of all money paid.

Failure to pay the final balance by the date due can result in your reservation being canceled.

Crow Canyon reserves the right to withdraw, without penalty, any announced program (in which case, a full refund of the purchase price will be made) or to make necessary changes to a program or program schedule.

Crow Canyon is not responsible, in the event of cancellation or alteration of a program, for any airline or other commercial transportation cancellation penalty incurred by purchasing a nonrefundable or restricted ticket. Please contact us about program status prior to making your travel arrangements.

Crow Canyon reserves the right to cancel programs while in progress and to take action as needed on an individual or group basis, when in Crow Canyon's sole opinion, the health, safety, or well-being of participants requires such action. Crow Canyon's only obligation shall be to refund to any such person that portion of his or her payment allocable to unused services. Refunds are not otherwise granted for unused services.

No refund will be made if a participant leaves a program in progress.

To secure reservations on a program for which the final payment date has passed, full payment by credit card is required at the time of your reservation. Last-minute reservations are subject to space availability and may require the payment of late fees.

A \$50 fee may be charged for transferring from one program to another on a one-time basis. The transfer can be made to a program in the current or following year, but is not allowed within 90 days of the beginning of the program you are transferring to.

Additional terms and conditions may apply to some programs; these will be provided with pre-trip mailings.

Group Size

A minimum number of participants is required for a program. If this minimum is not reached by the final payment date, you may be offered several options: pay a slightly higher program price, select another program, or receive a full refund (if program is cancelled by Crow Canyon). Please contact us to check program status prior to making your travel arrangements.

Health and Safety

Your health and safety during a program is our first concern. You must be in good physical and mental health. If you have any doubt about your ability to participate in a Crow Canyon program, please contact us before registering. Any physical condition requiring special attention, diet, or treatment must be reported at the time of registration. Crow Canyon reserves the right to decline acceptance of any participant based on health concerns or considerations.

Drugs, Alcohol, and Tobacco

Possession or use of illegal drugs by any person will result in immediate expulsion from the campus. Possession or use of alcohol by a minor (under age 21) will also result in immediate expulsion. Adults are required to abide by Colorado state law on the use of alcohol; in addition, alcohol is strictly prohibited in the presence of minors. Smoking by minors (under age 18) is prohibited. Wildfires are a real danger in our area; smoking by adults is allowed only in the designated smoking area, located at the picnic table behind the lodge. Smoking is not allowed inside any building.

Dangerous Weapons

To maintain a safe environment for everyone, the possession of a dangerous weapon is strictly forbidden on Crow Canyon's campus and will result in immediate expulsion. A "dangerous weapon" is defined as any instrument or device designed to injure or kill, including, but not limited to, firearms (loaded or unloaded), BB guns, pellet guns or devices designed to propel projectiles by spring action or compressed air, knives with blades longer than 3 inches, spring-loaded knives, brass knuckles, and artificial knuckles of any kind.

An exception to this policy is made for program participants using primitive weapons (e.g., spears) with staff supervision while participating in an authorized Crow Canyon activity.

Suspected Child Abuse or Neglect

In compliance with Colorado Revised Statutes, Crow Canyon requires all employees to report any suspected child abuse or neglect.

Profanity

Please remember that students share the campus with adults, and be cautious in your use of language when children are present.

Property Damage

You will be billed for any damages you cause to the facilities or equipment (exclusive of normal wear and tear). Please report any problems you notice upon arrival, and do a final walk-through of your quarters before leaving Crow Canyon. Report any problems to the front desk before you leave campus.

Grievance Procedure

If you have a concern or grievance related to the operation of Crow Canyon's program, staff, or policies, you should bring that concern to the vice president of campus services. Any grievance involving an alleged violation of state or federal law will be reported to, and investigated by, the proper authorities.

Sexual and Other Unlawful Harassment

Sexual and other unlawful harassment of Crow Canyon employees, program participants, or visitors is strictly prohibited. Harassment consists of unwelcome conduct toward another person that is sufficiently severe or pervasive to cause that person significant distress and/or to create an intimidating, hostile, or offensive environment. Examples of harassment include, but are not limited to, unwelcome actions, gestures, words, innuendos, and jokes that focus or are based on sex, sexual orientation, race, national origin, ethnicity, age, religion, disability, or any other legally protected characteristic.

Any sexual or other unlawful harassment should be reported immediately to the vice president of campus services, who, in conjunction with the management team, will determine the appropriate course of action. A participant or visitor engaging in unlawful harassment may be subject to expulsion from the program and from the Crow Canyon campus.