Study Abroad Withdrawal and Refund Policy
Faculty-Led Programs

Student Withdrawal
Withdrawal from a UA faculty-led study abroad program must be submitted to Study Abroad and Student Exchange (SASE) using the Online Withdrawal Form. Withdrawal will be considered official upon receipt of this form.

All participants in a faculty-led program must pay:
1) non-refundable application fee ($80);
2) non-refundable program deposit ($600 - $2000. Varies by program); and
3) final program costs (varies by program)

The application fee and program deposit are NON-REFUNDABLE except where: 1) a student is not accepted to the program, in which case only the program deposit will be refunded, or 2) SASE cancels the entire program. If SASE cancels the entire program, SASE will assist the student in finding an alternative program within the same term or subsequent term. If no alternative program is available or the student does not wish to switch programs, SASE will refund the application fee and deposit in full.

Completion of a study abroad program application serves as the student’s official commitment to participate in the faculty-led program, if that student is accepted into the program.

Additionally, as set forth below, final program costs due from the student will vary based upon the timing of his/her withdrawal.

If accepted program participants officially withdraw on or after the dates listed below, they will be responsible for the corresponding percentage of the total program cost:

<table>
<thead>
<tr>
<th>Summer</th>
<th>Fall or full Academic Year</th>
<th>Winter</th>
<th>Spring</th>
<th>Amount owed</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 15</td>
<td>June 1</td>
<td>October 15</td>
<td>November 1</td>
<td>50% of the program cost</td>
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<tr>
<td>April 15</td>
<td>July 1</td>
<td>November 15</td>
<td>December 1</td>
<td>75% of the program cost</td>
</tr>
<tr>
<td>May 1</td>
<td>July 15</td>
<td>December 1</td>
<td>December 15</td>
<td>100% of the program cost</td>
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</tbody>
</table>

Participants who officially withdraw prior to the 50% cut-off date for the applicable term are responsible only for the non-refundable deposit.

In the event that a refund is to be issued, SASE will post the refund to the student’s UA Bursar’s account within 10 UA business days after receipt of the completed withdrawal form.
SASE strongly advises faculty-led program participants to purchase fully-refundable airline tickets and/or trip cancellation insurance only after they are accepted to their program to safeguard against losses or penalties related to airfare should a program be cancelled, its dates change, or unforeseen circumstances cause the student to withdraw from the program. SASE assumes no responsibility for such losses or penalties.

If a participant receiving financial aid withdraws from a faculty-led program, the participant must contact the Office of Student Financial Aid immediately, as withdrawal may affect the participant’s financial aid eligibility.

I HAVE READ AND I UNDERSTAND THIS STUDY ABROAD WITHDRAWAL AND REFUND POLICY. IT IS MY RESPONSIBILITY TO MAKE THE CONTENTS OF THIS POLICY KNOWN TO THOSE WHO HAVE ANY FINANCIAL RESPONSIBILITY FOR OR ARE OTHERWISE FINANCIALLY INVOLVED IN ANY STUDY ABROAD PROGRAM PAYMENTS (e.g. parents, relatives, financial institutions). I ACKNOWLEDGE THAT I AM SUBJECT TO THE TERMS OUTLINED ABOVE.