# Cambridge Study-Abroad Program

**Sidney Sussex College**

**SummeR 2022**

**PAYMENT DEADLINES, CANCELLATION, INSURANCE,**

**FORMS, AND REFUND POLICY**

**DEADLINES:** Failure to meet deadlines for payment of fees and tuition may result in being dropped from the program. Students using financial aid for the program should inform Jennifer Lovelady and will not be required to make payment for program costs (other than the application fee) until the funds are available.

$200.00 **Non-Refundable** **Application Fee**, accompanying application.

This deposit begins the registration process, initiates participation in the program, and subjects the student to the Cancellation and Refund Policy. Once the application is accepted, the application fee will be applied to Housing and Administration Fees.

$9457.05 **Payment Schedule\***:

\*If utilizing financial aid, payment will be arranged through the Financial Aid office.

$4,728.53 payable on or before March 29, 2023

Balance due on or before April 26, 2023

**INSURANCE**: The sponsoring law schools are not responsible for personal injury, medical expenses, loss or damage to personal property, or changes in immigration requirements. Students must have foreign travel medical insurance coverage covering sickness and accidental injury, medical evacuation and repatriation. This will be purchased through Samford’s Global Engagement Office and is included in your total amount.

**FORMS:** All registration forms must be submitted prior to arriving in Cambridge. Please have these completed by March 31st. A fee of $100 will be charged to the student’s account if registration forms and materials are not turned in by May 12, 2023 and a fee of $500 will be charged to the student’s account if all registration forms and materials have not been received by June 15, 2023. Any student who fails to complete all required registration materials and forms by June 16, 2023 or otherwise does not comply with program requirements is subject to dismissal from the program without refund of tuition or fees.

**CANCELLATION PENALTIES AND REFUNDS:** Participants who withdraw from the program on or before **April 30, 2023**, will receive a refund except for the non-refundable $200.00 application fee.

Participants withdrawing after **April 30, 2023** and on or before **May 21, 2023,** will receive a **50%** refund of Housing and Administration fees except for the non-refundable $200 application fee.

Participants withdrawing after **May 21, 2023**, will receive **NO** refund of the Housing and Administration fees or the $200 non-refundable application fee, except in bona fide emergency circumstances.

Tuition will be refunded based on the guidelines on Samford’s financial services website.

In the event of cancellation of the program, all monies prepaid, including the application fee, will be refunded.

**No refunds** will be given for deviation from the planned itinerary, failure to participate in program activities, or early return to the U.S. for voluntary reasons or for dismissal due to values violations. The University reserves the right to modify program plans and the itinerary should conditions make such changes necessary. Refunds may take up to 60 days to process. Refunds will be issued by the Bursar’s Office, based on a copy of the withdrawal and the available account balance at the time of withdrawal.

**PHILOSOPHY AND PROCEDURES OF THE UNIVERSITY IN REGARD TO INTERNATIONAL TRAVEL/STUDY PROGRAM**

Samford University, Chapman University and Campbell University offer travel/study programs abroad as part of the commitment to provide students with opportunities to develop a world view through academic study within another culture. The partner institutions place high priority on the security and welfare of their students but recognize that a certain degree of risk is inherent in international travel and study. Students choosing to participate in study abroad programs should understand and assume the risks inherent in such a program. The 2023 Cambridge Study Abroad Program at Sidney Sussex College in Cambridge, England, will take place as scheduled unless an official travel warning is issued by the United States Department of State advising U.S. citizens not to travel to or in the region or unless a decision is made by the administrations that events or circumstances pose an unreasonable risk to students and staff. **We recommend that you consider travel insurance to cover this risk.**

I acknowledge that I have been informed about the deadlines, philosophy and procedures described above and accept the conditions involved in the refund policy in regard both to the program fees and to the tuition.

**Signature: Date:**

**Printed Name:**