

Withdrawal Policy: Direct Enroll Programs

Withdrawal from a study abroad program must be submitted to Study Abroad & Student Exchange (SASE) prior to the program start date using the online [Study Abroad Withdrawal Form](#). Withdrawal will be considered official only upon receipt of this form.

All participants in direct enroll programs will be invoiced both by the host institutions and by SASE as follows:

Billed by SASE – paid on UA Bursar’s Account

- \$80 non-refundable SASE Application Fee
- \$600 non-refundable UA Study Abroad Fee (summer)
- \$1500 non-refundable UA Study Abroad Fee (semester)

Billed by the Host University – paid directly to host university (costs vary by institution)

- Program deposit
- Program fee balance
- Housing

Completion of the Commit to Program Form in UAbroad following acceptance into a study abroad program serves as the student’s official commitment to participate in the direct enroll program.

Students who withdraw from a direct enroll program may be subject to cancellation fees based on financial commitments made to the host university. **SASE assumes no responsibility for host university fees incurred as a result of student withdrawal.**

The SASE Application Fee and UA Study Abroad Fee are NON-REFUNDABLE except where SASE suspends the entire program. If SASE suspends 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 UA Study Abroad Fee in full.

SASE strongly advises program participants to purchase fully-refundable airline tickets and/or trip cancellation insurance 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 an exchange program, the participant must contact the Office of Scholarships and 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.

Student Name: _____ Date of Birth: _____
First Middle Initial Last

By signing below, the parent or legal guardian affirms that they understand the language in this document pertains to their child, and that by signing, they are legally responsible for the obligations described in this agreement and agree to be bound by its terms.

Parent/Guardian Name: _____ Relationship: _____
First Middle Initial Last

Signature of Parent: _____ Date: _____

