

# CNU Study Away Payment Information

## "Pilgrimage on the Appalachian Trail"

RSTD 338

PRINT NAME \_\_\_\_\_

Two types of payments are made for CNU Study Away Programs before departing CNU. Students will also be expected to have spending money available on-site for meals and personal expenses in their free time. Students should discuss with the faculty leader to determine an estimate of out-of-pocket expenses.

Payments Collected:

1. **The Program Fee** is a total amount paid for housing, transportation, entrance fees, and some meals. CNU STUDENT ACCOUNTS via CNU LIVE. Instructions will be sent to you upon acceptance to the program.
2. **Tuition & Fees** is the cost of the academic credit taken during the study away. Tuition & Fees are charged to CNU STUDENT ACCOUNTS via CNU LIVE after the program fee has been collected in full. Charges will be placed onto your account by CNU in the spring.

### **Payment Schedule for Program Fee**

**Program Fee Total = \$350**

#### **Payment amounts & Deadlines:**

December 1, 2017 - Deposit- \$100\*\*

January 31, 2018 – First Payment - \$250\*

*\*\*The deposit will hold your space in the program.*

### **Tuition & Fees**

Tuition will be loaded onto your student account. This charge will be paid directly to the CNU Business Office through the student's online account. The Study Away Tuition and Fees includes the \$150 study away fee.

**Please initial next to the tuition rate that applies to you. The Study Away Tuition & Fees for 3 credits hours is:**

\_\_\_\_\_ **\$1,182 In-State** Tuition & Fees

\_\_\_\_\_ **\$2,655 Out-of-State** Tuition & Fees

### **Refunds and Withdrawal Policy**

Payments are made to vendors to secure services on behalf of the students in advance of travel and are often non-refundable to CNU. These expenses may include but are not limited to pre-paid meals, pre-paid room or housing reservations, airline deposits or tickets, bus rental fees, etc. Thus, even if you withdraw from the program before the departure, you are still responsible for unrecoverable program costs.

- ⇒ If a student withdraws from program on or before **December 1, 2017**, the deposit may be refunded to the student.
- ⇒ If a student withdraws from program after **December 1, 2017**, the deposit will not be refunded.
- ⇒ The first and second payment are a non-refundable payments.
- ⇒ For CNU study away programs, “withdrawal” includes voluntarily withdrawal as well as involuntarily withdrawal due to illness or other circumstances, or if the student is dismissed or suspended from the university for either academic or conduct reasons. If a student is dismissed from the program for academic or conduct reasons after the program begins, or if the student voluntarily withdraws from the program after it has begun, there will be no refund issued to the student for fees that have been charged.
- ⇒ If the program is cancelled due to insufficient student enrollment, then all charges will be refunded.
- ⇒ If the program is cancelled due to an act of war or terrorism, a State Department warning or other U.S. authority, or circumstances that make the program location unsafe, all fees not already spent on behalf of the student will be refunded.
- ⇒ All withdrawals, as well as any requests for refunds should be made in writing to the Study Abroad Office prior to the dates noted above. It is in the student’s best interest to notify the study away office immediately upon making a decision to withdraw.
- ⇒ If a student elects or is unable to participate in one or more individual program activities (field trips, group meals, etc.), the cost of these activities cannot be refunded.

### **Student signature:**

I have read and agree to the above policies, amounts, deadlines, and procedures. I understand that CNU will place a charge to my student account for the tuition and fees in the Spring and those tuition and fees are due by the dates set by Student Accounts. I understand that I am responsible for paying the entire program fee online in my student account by the stated deadlines. In the event my study away program fee balance is not paid in full by the due date, I understand that I may be dropped from the program without a refund of previous payments. I will share this payment and refund policy with any third party, such as a parent, that is paying for the program on my behalf.

I understand that I will pay the following for my participation in the program.

PROGRAM FEE + TUITION & FEES = TOTAL AMOUNT COLLECTED BY CNU

**IN-STATE TOTAL = \$1,532** (\$350+ \$1,182)

**OUT-OF-STATE TOTAL = \$3,005** (\$350 + \$2,655)

For additional out of pocket expenses contact faculty leader or consult the program website.

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Signature of Student

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Date

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Signature of Parent or Guardian (for students under 18)

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Date