

CNU Study Abroad Payment Information

TCHG 512: Internship Abroad: Ireland

Account Number - 51610

PRINT NAME: _____

Two types of payments are made for CNU Study Abroad Programs before departing the United States. Students will also be expected to have spending money available in-country for meals and personal expenses in their free time. Students should discuss with the faculty leaders or the study abroad office to determine an estimate of out-of-pocket expenses. Payment types:

1. **The Program Fee** is a total amount paid for housing, teaching placement, and international health insurance.
2. **Tuition & Fees** is the cost of the academic credit taken during the study abroad. Tuition & Fees are charged to your student account along with other spring classes.

Payment Schedule for Program Fee

Program Fee Total = \$4,500

Payment amounts & Deadlines:

October 1, 2024 - \$2,000 Non-Refundable Deposit

December 3, 2024 – \$2,500 Non-Refundable Payment

How to Pay the Program Fee Payments

All payments are collected through your CNU Live account. **Electronic checks are free of charge.** For credit or debit card transactions, note that a service fee will be charged in addition to your payment and the service charge does not apply to the total program fee and can never be refunded. Please follow these steps to process your payment:

- 1) Login to CNU Live
- 2) Click on “Tuition and Fees”
- 3) Click on “Click here to make a payment”
- 4) Click on “Study Abroad Program Fees”
- 5) Select “Deposit”
- 6) Select this program: **51610: MAT Ireland**
- 7) Follow the instructions online to complete your payment.

NOTE: you may elect to pay the Program Fee in full if you prefer a bulk payment. Need Help? [Here is a video explaining the payment process.](#)

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 Abroad Tuition and Fees includes the \$150 study abroad fee and does not include the comprehensive fee. The rate for the 4 credits of tuition is less than the on-campus rate. The tuition fees for this program will be collected as part of your spring semester tuition.

Please initial next to the tuition rate that applies to you. The Study Abroad Tuition & Fees for this 4 credits hours is:

_____ **\$1,958 In-State** Tuition & Fees

_____ **\$4,098 Out-of-State** Tuition & Fees

Refunds and Withdrawal Policy

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

- If a student withdraws in writing from program on or before **October 1, 2024** the payments may be refunded to the student.
- If a student withdraws from program in writing after **October 1, 2024**, the payments collected will not be refunded.
- For CNU study abroad 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, Centers for Disease Control and Prevention warning, or other 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 abroad office immediately upon deciding 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 abroad 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.

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

Signature of Student _____

Date _____

Signature of Parent or Guardian (for students under 18; student must be 18 years old by start date of term)

Parent Signature: _____ Date _____