



### **Short-term Study Abroad Program Withdrawal and Refund Policy**

Any student withdrawing from a study abroad program must notify the International Programs and Services Office in writing ([internationalprograms@uvawise.edu](mailto:internationalprograms@uvawise.edu)).

Students must also withdraw from the study abroad course through the UVA Wise Registrar's Office and notify the Trip Director.

#### **Refund Policy**

Students are considered in committed status for participation when a deposit for a Short-term Study Abroad Program deposit is received. Students in committed status are financially obligated to program costs, and refunds for withdrawals will follow the refund schedule in this policy.

A potential refund will be calculated on the date a student notifies the International Programs and Services office.

#### **Study Abroad Deposits**

All program deposits are non-refundable, in addition to any non-refundable portion of airfare, if applicable.

The study abroad deposit is only refundable when:

- a program is canceled before the program start date by the College
- a student is denied a visa/travel authorization permit by the host country
- a medical condition or other unforeseen circumstance prevents the student from participating in the program (documentation is required)

#### **Refund Schedule**

- 120 days prior to the program start date: 100%
- 90 days prior to the program start date: 75%
- 60 days prior to the program start date: 50%
- 45 days prior to the program start date: 25%
- 44 – 1 days prior to the program start date: 0%

#### **Participant Dismissal Policy**

There are circumstances under which UVA Wise has the authority to dismiss a student from an education abroad program. The circumstances of dismissal include, but are not limited to:

- Students whose conduct does not comply with all rules, regulations, and standards of conduct issued by UVA Wise (including, but not limited to, the Student Code of Conduct).

- Students whose conduct violates the laws and standards of their host country or any country which they travel to during the program.
- Situations in which the behavior, whether academic or social, of the student causes their presence in the program to jeopardize the reputation of UVA Wise, the participation of others in the program, or the safety of the student or other participants.

Students dismissed from the program will be responsible for the costs of their return transportation and will not be entitled to a refund of any fees, dues, tuition, or payments of any kind that have been paid in connection with their participation in the Program. A program dismissal will result in no credit for academic coursework completed after the date of dismissal.