

# REFUND POLICY

- International Education Programs (IEP) utilizes a rolling admission process. Once a program is full, applications will no longer be accepted.
  - Full payment is due 30 days prior to the program start date, unless specified otherwise by IEP.
  - If you are using financial aid, the financial aid verification form is due 30 days prior to the program start date.
- Due to pre-program financial commitments, IEP **does not** make exceptions to the refund policy, therefore, **the \$200 deposit is non-refundable.**
- IEP reserves the right to increase the price of the program at any time if there are any significant inflationary increases or changes in the exchange rate.

If the student withdraws from the program, for any reason:

Date	Refund	Initial
Before Payment Due	All Program Cost (except deposit)	
After Payment Due, but Before Program Start Date	50 % of Program Cost	
After Program Start Date	No Refund	

\* Students who are not paid in full by the program due date must pay an additional \$150.00 per 30 days late. No exceptions.

\*\*There is a \$35 fee for all returned checks. Once a check is returned, a money order or cashier's check is required.

## NON - U.S. CITIZENS

I understand that it is my responsibility to obtain my visa and I will supply a copy of this visa to IEP upon receipt. (initial) \_\_\_\_\_

Should I fail to obtain the visa necessary for my program I will not be eligible for a refund. (initial) \_\_\_\_\_

## PERMISSION

Do you give the IEP office permission to release your name and program information to your study abroad advisor?      YES      NO

Do you give the IEP office permission to release your name and program information to your parents/legal guardian?      YES      NO

## RELEASE

I \_\_\_\_\_ (name) of \_\_\_\_\_ (Address)  
 release and discharge International Education Programs and any and all of their employees, agents or representatives from all actions, suit claims, or liability for damages or other legal or equitable relief of any nature resulting, from, arising out of, or related to my participation in the program including without limitation, claims for personal injury or property damage.

I certify that all the information on this application is correct and I agree to stand by the International Education Programs financial, academic and code of conduct policies.

I authorize International Education Programs to release my information/records to their affiliated partner institutions/organizations.

EXECUTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

STUDENT'S SIGNATURE \_\_\_\_\_