

## **Terms of Participation in Program Agreement**

### **APPLICATION AGREEMENT**

I certify that the information submitted on this application is correct. I agree to be subject to the academic and financial policies of the Center for International Programs (CIP) at Saint Joseph's University including those stated in materials describing programs and all pre-departure materials & found below:

#### **FINANCIAL STANDING**

Students must also be in good financial standing with the University and cannot have any unresolved holds on their University account at the time of application and prior to the start of their time abroad. The University Bursar's office will check financial standing at the time of application to confirm that the student's account is in good standing.

#### **ACADEMIC AND DISCIPLINARY STANDING**

Students who apply to study abroad programs must be in good academic and disciplinary standing with Saint Joseph's University. Students will be asked to sign a waiver (through their on-line application) allowing the Center for International Programs to check academic and disciplinary standing with the appropriate offices. Any current or pending discipline issue will be taken into account in evaluating a student's application to study abroad. Students must maintain good standing up through departure and for the duration of the study abroad program. If a student loses academic or disciplinary standing after being approved, the student will have their approval revoked and they will be responsible for any non-recoverable financial commitment that Saint Joseph's University has made on the student's behalf. While it is ultimately the student's responsibility to immediately inform the Center for International Programs of any change regarding their academic and disciplinary standing, the CIP will also receive periodic notifications from the Office of Community Standards.

I authorize Saint Joseph's University CIP staff to have access to my educational records, disciplinary records and all information contained in those records maintained by Saint Joseph's University or any other educational institution that I have attended.

I authorize CIP staff to share such records and information with staff members affiliated with the study tour program(s) to which I am applying.

I understand that if I lose good academic or disciplinary standing after being approved, I will have my approvals revoked and will be responsible for any non-recoverable financial commitment(s) Saint Joseph's University has made on my behalf. I understand that it is the student's responsibility to immediately inform the Center for International Programs of any change regarding their academic and disciplinary standing. CIP will also be receiving periodic notification from SJU's Community Standards regarding changes in a student's disciplinary standing.

I understand additional forms related to my participation in a study tour program including the **Assumption of Risk and Release Form**, will need to be completed and returned to the CIP Office in a timely manner in order to participate in the program.

## PHOTO RELEASE

I agree that any photos taken of me while participating on an SJU study tour may be used for promotional materials.

## DEPOSIT

I agree to immediately notify the University IN WRITING should I choose to withdraw from the program. The \$300 deposit is non-refundable after you apply no matter when you withdraw. The \$300 deposit is only refundable if you are not accepted to the program, and in some cases, if SJU cancels the program. NO EXCEPTIONS.

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## WITHDRAW & REFUND TIMELINE

If you withdraw:

- *any time after the application deadline date (up to 125 days) before the departure date the additional minimum cancellation penalty is \$200\* for a total of \$500.*
- *between 124 days and 95 days before the departure date the additional minimum cancellation penalty is \$700\* for a total of \$1000.*
- *between 94 days —32 days prior to the departure date a minimum of half of the total program fee is due\*.*
- *at or under 31 days prior to departure, you are liable for the entire program fee.*

***\*All charges described above will be posted to your SJU account. Even if you have not yet paid fees, you will be liable for making these payments to Saint Joseph's University. The rates listed above are MINIMUM PENALTIES if you withdraw. If SJU has already committed greater amounts on your behalf you may be billed for those greater amounts. Please take your participation seriously.***

I have read and understand the Withdrawal and Refund Policy as listed above. All refunds are subject to the University's receiving my written notice of cancellation directed to CIP staff at [studyabroad@sju.edu](mailto:studyabroad@sju.edu).

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I agree to immediately notify the University IN WRITING should I choose to withdraw from the program. If I withdraw from the program before paying my tuition and fees, I acknowledge the University's right to bill me for any financial commitments made on my behalf to the University and/or any third party and I agree that I am financially responsible for such costs incurred.

I understand that Saint Joseph's University reserves the right to change, cancel or alter any provision of its programs as it deems necessary.