**PARTICIPATION / CANCELLATION FORM**

**~Program Name~**

**~Due Date: ~**

By signing this form, I understand and agree to the following:

* I hereby submit a **deposit of $500** to confirm that I will participate in this program and I

understand that this deposit is **non-refundable.**. Please make deposits online using Touchnet via MyPurdue. Instructions on how to make an online study abroad deposit may be found: <https://www.studyabroad.purdue.edu/resource/OTDepositOnline.pdf>.

* I understand that this deposit will be credited to my student account toward the total cost of the program.

It is important to note that you are only asked to pay the $500 non-refundable deposit at this time. However, if for any reason you withdraw before or during the course of the program, the amount shown on the following schedule represents the cost of the program to the date of withdrawal and how much Purdue is charged by the overseas housing agents, service providers, and suppliers. The amount Purdue is charged must therefore be passed on to the student.

Example – revise as appropriate for your program

* **Withdraw before March 11, 2018 ……………………………………. $500 deposit forfeited**
* **Withdraw March 11 – March 18, 2018……………………………. $1500 of program fee + the deposit**
* **Withdraw March 19-March 31, 2018………………………………. $2500 of program fee + the deposit**
* **Withdraw after April 1, 2018…………………………………………… student is responsible for all fees**

 **related to program.**

In addition, if you withdraw after the start of the program or are removed from the program, no refund will be given. Additional penalties for cancellation of airline tickets and other personal expenses may apply

* I fully understand the above cancellation policy.
* I fully understand that notice of withdrawal must be made in writing to ~Program Leader~ The date the email, fax or letter is received is the date by which any refund will be calculated.
* I further understand that if I am placed probation for any reason, at any time prior to the program start date, my approval to participate will be revoked and I will be liable for any fees associated with this cancellation policy.
* I fully understand that if I fail to complete the required “Statement of Responsibility” form or (as applicable) the “Waiver, Release, and Hold Harmless Agreement for Purdue Students Intending to Study in Country Under Travel Warning” before departure, then my approval to participate will be revoked and I will be liable for any fees associated with this cancellation policy.

**My name is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please print) and by signing this form, I confirm that I understand the stipulations and agree to the policies and penalties herein.**

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Student signature Date of signature

\*Note to students receiving financial aid (including student loans and scholarships): if you withdraw after receiving financial aid, you do not get to keep the money you received. The Bursar Office will invoice you for the financial aid that you received, and in addition, you will be billed the above cancellation fees.