

CONFIRMATION STATEMENT AND REFUND POLICY FACULTY-LED STUDY ABROAD/STUDY AWAY

First Name:

Last Name:

Brookdale ID:

Program Name:

Amsterdam (Psychology Focus)

Please confirm your participation in the above program by reading each statement and signing below.

- This signed form and my **\$500 non-refundable deposit** is confirmation of my participation in the above Faculty-led Study Abroad/Study Away Program.
- I will pay the remaining balance by **February 28, 2025**
- I understand that Program fees could increase slightly due to fluctuations in exchange rates and/or airline taxes and fuel surcharges at the time of ticketing.
- I understand that program fees do not include Brookdale tuition and fees.
- I understand that I am **required** to register for a class affiliated with this program.
- I understand that ***I must pay tuition and fees separately*** from the program fee. (Tuition and fees will appear on your student account in March or April 2025).
- I am committed to traveling with the group flight included in the Program cost.
- If I cancel after **January 3, 2025**, program fees are non-refundable subject to recoverable costs.
- I must request cancellation in writing.
- If the College cancels the Program due to insufficient enrollment, I will receive a refund of my deposit.
- The College may, in its sole discretion, determine that circumstances within a travel destination may require the cancellation of the Program in that location. The College, program providers or the government could prematurely terminate the Program due to circumstances beyond our control. The College reserves the right to cancel the Program without penalty or to make any modifications to the itinerary and/or academic program as deemed necessary. The College will notify participants promptly of its intention to cancel or modify the Program.
- In case the College cancels or terminates the program early, any refunds of Program costs will be limited to recoverable expenses.
- If the U.S. State Department issues a level 3 or 4 travel warning for the Program destination after participants have already left, the College cannot be held responsible for any additional costs incurred in expediting the return of participants to a safe location and/or the United States, if necessary. If the College determines that it is unsafe for participants to return home during a crisis, the College cannot be held responsible for costs incurred due to a recommended extended stay.
- Participants who are dismissed from the program due to violations of the Code of Student Conduct are not entitled to any refunds.

Confirmation

- I have read the above policies concerning payment and refunds and agree to the aforementioned conditions.
- I have kept a copy of this form for my records and **uploaded this form securely to my application or to: <https://contentportal.brookdalecc.edu/xfp/form/20>**. You will need to sign in using your Brookdale NetID credentials. There is no need to register for a new account.

Signature

Date