



# Maryville College Travel Study Programs

## Financial Policies

### Refund Policies – Student Withdrawal

- **Application fee (\$100) and deposit (\$200) are non-refundable**
- **Student Withdrawal:**
  - Student will be required to sign a commitment letter with \$200 deposit committing to the **full cost of the program**.
  - Withdrawal of a student after **the Deposit deadline** impacts the cost for all other program participants
  - Even if the student has not yet paid the full program balance, he or she is obligated to pay Maryville College for the program fee. This is because many program expenses are paid in advance and are unrecoverable.

### Refund Policies – Program Cancellation

- **When cancellation is due to factors (e.g. political, natural, technological) beyond Maryville College's control, we will be able to refund only uncommitted and recoverable funds.**
  - Maryville College reserves the right to cancel programs in the case of insufficient participation or for other reasons deemed appropriate. Maryville College also reserves the right to make changes to the program or alteration in the program's proposed schedule and itinerary. Should the program, or any portion of the program, be cancelled, Maryville College shall have no responsibility beyond the refund of all recoverable funds paid to Maryville College by participants, according to cancellation rules of providers used. Maryville College can only issue refunds for recoverable costs. This means that in the case of situations that are outside of MC's control and a program needs to be cancelled, students will receive all monies MC is able to recover from program providers.

### Unrecoverable Costs

- Unrecoverable costs may include expenses for both individual and group services.
- Individual expenses are items such as airline tickets or pre-paid room reservations. Individual expenses that have the potential to impact the whole group are unrecoverable.

- Group expenses may include bus rentals or payment to guides. For example, if the program budget is based on a minimum of 15 participants, and the 15th student withdraws, then a portion of the cost for some group services also becomes an unrecoverable loss.

#### **Refund Policies – Re-directed Program**

- Maryville College reserves the right to make changes to the program or alteration in the program's proposed schedule and itinerary.
- No refunds will be given for deviations from the planned itinerary, failure to participate in program activities, or early return to the U.S. for voluntary reasons or for dismissal due to values violations. The College reserves the right to modify program plans and the itinerary should conditions make such changes necessary.

#### **Minor alterations to itinerary will not result in refunds**

- If a student chooses to withdraw from a program that has been modified in terms of location or itinerary, he/she will be liable for all expenses incurred on their behalf, and deposits are not refundable.