

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

First Name:

Last Name:

Brookdale ID:

Program Name:

London

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

- This signed form along with 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 **March 15, 2023**.
- 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 am committed to traveling with the group flight included in the Program cost.
- I understand that Program cost *does not* include Brookdale tuition and fees.
- I understand that I am *required* to enroll in a class affiliated with this Faculty-led Study Abroad/Away program.
- If I cancel after **March 15, 2023**, program fees are non-refundable subject to recoverable expenses.
- 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 promptly notify participants 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.
- In the event that 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. In the event that 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 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 aforementioned conditions.
- I have kept a copy of this form for my records and **uploaded this form securely to:**  
<https://mappingyourfuture.org/MappingXpress/BrookdaleINTL/> Enter the passcode INTL2799 or, bring it in person to the International Education Center MAC 114 – Lincroft campus.

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Signature

Date