

Courses, Payment Schedule, and Cancellation Policy

Course(s) (Please circle the appropriate course(s))

	Course #	Section #	Hours of credit
Early Theatre History and Literature	THR 3730	145	3
Contemporary Theatre in Britain	THR 3531	145	3

Payment Schedule:

<u>\$ Amount Due:</u>	<u>Date Due:</u>	
Initial deposit (non-refundable)	<u>\$300.00</u>	Submitted with completed application
1 st payment	<u>\$1130.00</u>	February 1 st , 2010
2 nd payment	<u>\$1130.00</u>	March 1 st , 2010
* Final Payment + tuition pre-payment	<u>\$1130.00</u>	April 1 st , 2010

University Cancellation Policy:

If you cancel your participation in the program due to your withdrawal from the university or any other reason(s), you still remain obligated to pay any payment(s) scheduled to be paid prior to and/or on the official date of your official cancellation notice. The initial deposit is non-refundable regardless of the official date of your cancellation. You will not be responsible for scheduled payments that follow the official date of your cancellation.

To officially and effectively cancel your program participation due to your withdrawal from the university or any other reason(s), you must inform the faculty program leader(s) **in writing**, with copy to Meg Kennedy marckennedy@appstate.edu and Nathalie Turner turnernm@appstate.edu at OIED. Failure to abide by the schedule of payments (making late payments or no payments) does not constitute an official cancellation on your part, and you will be responsible for making all payments scheduled prior to the date of your written cancellation notice, including payments owed ON the date of your written cancellation. **Students who have not paid in full the program cost, tuition, and any other pending charges on their Appalachian State University student account by the final payment deadline may be withdrawn from the program while (1) still owing the full program cost, (2) not being entitled to any refunds, and (3) losing any applicable financial aid eligibility status.** Because a withdrawal for any reason may put you at risk of financial loss, you may wish to consider purchasing trip cancellation insurance. The UNC system-wide insurance provider, HTH, offers trip cancellation insurance (Trip Protector Plan). For more information about HTH benefits and enrollment conditions, please consult their website: www.hthtravelinsurance.com.

Important Notice About Financial Aid:

We strongly advise you to **contact your financial aid advisor** to inquire about your financial aid eligibility status **prior to** submitting your application packet and entering this financial contractual agreement. **Deadlines for submitting financial aid paperwork may precede AOEP deadlines.** If you're planning to use financial aid to fund all or part of the program cost and related tuition charge, please keep in mind the following:
 - Failure to receive sufficient financial aid (or proof of financial aid approval) to cover the program cost, tuition, and other charges on your student account by the final payment deadline may result in your being dropped from the program while still owing the full program cost. Being dropped from the program will cause you to lose any financial aid eligibility.
 - Financial aid awards are typically disbursed about ten (10) days prior to the program's departure date. To avoid being dropped from the program if your student account balance is not cleared on the final payment deadline, you will need to submit to OIED, by that final payment deadline, **proof of approval of your student loan amount** covering the full outstanding balance of your student account. If your documented loan approval amount covers only a portion of your outstanding student account balance, you will need to pay off the portion not covered by your financial award by the final payment deadline. Failure to pay off that difference may result in your being dropped from the program while still owing the full program cost and losing your financial aid eligibility.

By signing below, I certify that:

1. I am aware that my student account will be charged by the program cost in February 2010.
2. I am aware that tuition is **NOT** included in the program cost. Tuition will be charged separately at a later date to my student account after OIED registers me for the class(es) listed above.
3. I am aware that I will need approximately **\$400-500** to cover additional expenses not included in the program cost or tuition.
4. I have read and understand the cancellation policy and financial aid notice stated above.

I am at least eighteen (18) of age, medically and mentally sound, physically fit to participate in the program for which I am applying, and competent to enter into this agreement. I further certify that no oral promise, agreement, warranty or representation concerning safety or liability has been made to me. **I have read and understand this Courses, Payment Schedule, and Cancellation Policy, and I sign it voluntarily.**

 Student signature _____
Date

If the participant is under eighteen (18) years of age, this document must be signed on behalf of the participant by his or her parent or guardian.

 Signature Printed Name Relationship to Participant Date
(Parent or Guardian)