

# Long Term Program Withdrawal Request Form

## APPLICANT INFORMATION

	Date
Name (Last, first, middle initial)	B Number
Program Name	Course Enrollment
Email address	Primary phone number

## Cancellation & Refund Policies

- If a student withdraws from the program after pre-departure orientation, s/he will be liable for the non-refundable Administrative Fee.
- When a student withdraws from a long-term program (semester, summer, or academic year) s/he may be liable for withdrawal fees as determined by the program partner.
- It is the student's responsibility to notify the program partner of the withdrawal and to navigate any withdrawal fees.
- I understand that my withdrawal may affect my financial aid for the study abroad term, as determined by Financial Aid, including any scholarships awarded specifically by Education Abroad.
- All notifications of withdrawal must be made by submitting this form to the Director of Education Abroad located in Sterne Library 222M1.

I understand that my withdrawal is not official until this completed form has been submitted to Education Abroad and that I must notify my provider/host institution. Upon the receipt and approval of my withdrawal, I will be notified of the financial commitment that I have incurred from UAB.

Student Signature	Date
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<b>For Administrative Use Only:</b>	<b>Date received:</b>
Action(s) taken:	
<input type="checkbox"/> INTL Course Changed to Withdrawn	Date:
<input type="checkbox"/> Insurance Canceled	Date:
<input type="checkbox"/> Terra Dotta Application Withdrawn	Date:
<input type="checkbox"/> Education Abroad Scholarships Withdrawn	Date:
<input type="checkbox"/> Financial Aid and Scholarships Notified of Withdrawal	Date:
Education Abroad Approval	Date