

EDUCATION ABROAD FACULTY-LED BUDGET WORKSHEET

To determine the approximate cost of your program, please use the [program brochure tab "Budget"](#) to complete this worksheet. These costs should reflect the real costs before Financial Aid/Scholarships. Once complete, submit the form to the Office of Education Abroad in person or via email (EducationAbroad@uab.edu) for official review and approval.

Student Name: _____ BNumber: _____

Program Title: _____ Term of Study: _____

Expense Description:	Estimated Costs*	My Actual Costs
----------------------	------------------	-----------------

Program Fees for a Semester

Program Fees	See program budget, use highest range	
CFAR Insurance	See program budget	
Tuition	(varies by UAB classification & school)	
Administrative Fee	\$125	

Travel and Documents

International Airfare <i>May be included in program fee</i>	\$800 (The Americas) \$1,200 (Europe) \$1,800 (Asia, Pacific, & Africa)	
Passport	\$150 New / \$110 Renewal	
Visa Fees (see program director for guidance)	\$0-550 (see country's visa website)	
Vaccinations or Health Records	(varies by program/country: see CDC website)	

Additional Expenses

Additional Meals*	See program budget	
Extra Personal Expenses*	See program budget	

My Estimated Total Cost: _____

Payment Policies for Short-Term Faculty Led Programs	
<p><i>Please initial the statements acknowledging the payment policies</i></p>	<p><input type="checkbox"/> Tuition fees are not included in the program fee, will be charged to your University account separately, and will be subject to UAB's billing and payment policies.</p> <p><input type="checkbox"/> Participants are responsible for enrolling in the approved course during the normal registration process for the term of the course.</p> <p><input type="checkbox"/> I acknowledge that I will be enrolled in a Cancel for Any Reason (CFAR) insurance, which may cover up to 75% of non-refundable expenses should I withdraw my participation or UAB restricts travel to my program destination.</p> <p><input type="checkbox"/> The full program fee will be billed to my student account after the application deadline has passed. The CFAR insurance charge will be listed separately on my student bill.</p> <p><input type="checkbox"/> If a student withdraws from the program the participant will be subject to the withdrawal policies listed on their signature document within the online application.</p>

Reviewed by Education Abroad Advisor: _____

FINANCIAL AID REPORTING INFORMATION

If you are planning to use your financial aid towards your study abroad program, please circle the answers to the following questions and provide your signature at the bottom.

- | | | |
|--|------------|-----------|
| 1. Do you currently receive financial aid and/or scholarships? | Yes | No |
| 2. Are you or will you be enrolled at UAB the semester prior to studying abroad? | Yes | No |
| 3. Will you be enrolled at UAB the semester following your study abroad program? | Yes | No |
| 4. Will you be considered a full-time student while away? | Yes | No |

Education Abroad encourages you to share this budget with any parties financially assisting with your time abroad.

Please circle the ENTIRE LINE that applies to your program:

	Term	Program Application Due Date	Scholarship Term to Apply For	Scholarship Application Deadline
	Fall	1-Apr	Fall	15-Mar
	Spring	1-Nov	Spring	15-Oct
	Summer	1-Feb	Summer	15-Mar

Please read the following information as it pertains to the use of Financial Aid on an Education Abroad Program:

All students using financial aid for studying abroad **MUST**:

- Complete the BUDGET PLANNING Worksheet
- Be registered as a "Education Abroad Student" through the Office of Education Abroad for the term(s) they are studying abroad.
- Be registered full-time at UAB the semester BEFORE studying abroad, and must plan to register at UAB AFTER studying abroad (unless graduating).
- Be registered on the Education Abroad program as a full-time UAB student
- Have education abroad courses pre-approved for transfer credit by their academic department, or be receiving general elective credit.

All students studying abroad are responsible for obtaining and completing the financial aid application materials for the next academic year by their assigned deadlines. Application materials received after the deadlines may result in the student not receiving all the funds for which he/she would have otherwise been eligible.

Students who plan to use their institutional scholarships from UAB for Education Abroad must complete the necessary steps as directed in their UAB Education Abroad student application. This should be completed before the student leaves campus. Financial Aid will disburse on the first day of the UAB semester or the first day of their host institution's semester, whichever is later.

Students must have a direct deposit account on file to receive their aid package refund as soon as possible to meet program provider payment deadlines.

Questions about your Financial Aid? Contact the Office of Student Financial Aid (205) 934-8223, or email финаid@uab.edu

I hereby certify that, to the best of my knowledge, all of the above statements are true and accurate. I also certify that I have read the above information and acknowledge that it is my responsibility to understand my education abroad program's financial arrangements.

Student Signature

Date