Elon Semester Study Abroad
CANCELATION FORM
(Please Print)

Name: ___________________________________________  Date: _____________________________

Student ID #:_________________________  Local Phone: ____________________________

Study Abroad Program (country and city):____________________________________________

Term of Program: (circle one)  Fall  Spring

Year of Program: (circle one)  2010  2011  2012  2013

Semester Study Abroad Cancellation Policies
Elon Centre Program in Florence, Italy: A $500 deposit is due at the time of application. The $500 deposit due at
application is refundable for good reason through the beginning of pre-registration of the semester preceding your
study abroad for fall semester programs and September 25 for spring semester programs. If you cancel your semester
abroad before these dates, the deposit is typically refunded. However, the deposit will be used to cover any outstanding
balance on your student account as applicable for the current term. If you cancel after the beginning of pre-registration
the semester preceding your study abroad for fall semester programs or after September 25 for spring semester
programs, you will lose your deposit and be held liable for any funds already paid to vendors that Elon cannot
recover. Elon strongly encourages each student to purchase cancellation insurance. Requests for a deposit refund must be
submitted to the Isabella Cannon Centre for International Studies (ICCIS) in writing. The cancellation/refund form is
available at the reception desk of the ICCIS. Approved refunds will be processed through the Bursar’s office.

All Other Semester Study Abroad Programs: A $500 deposit is due at the time of application. The $500 deposit is non-
refundable after the beginning of pre-registration the semester preceding your study abroad. If you cancel your semester
abroad before the beginning of pre-registration, the deposit is typically refunded. However, the deposit will be used to cover
any outstanding balance on your student account as applicable for the current term. If you cancel after the pre-
registration refund date, you will be held liable for any costs incurred on your behalf by Elon of the affiliate or host
University, which may include up to the total program cost. Elon strongly encourages each student to purchase
cancellation insurance. Requests for a deposit refund must be submitted to the Isabella Cannon Centre for International
Studies (ICCIS) in writing. The cancellation/refund form is available at the reception desk of the ICCIS. Approved refunds
will be processed through the Bursar’s office.

If you are not accepted into a program, your deposit will automatically be refunded.

No request for refund will be considered after commencement of the program abroad.

Refunds will only be made to the person who paid the deposit. If you paid the deposit by cash or check, a
refund check will be available in the Bursar’s Office within two weeks from the date of this form. Be sure you
have identification with you when you pick up the check. If you paid the deposit by credit card, the refund will
be credited back to the card.

Who paid the deposit? ____________________________________________________________

If your parents or someone else paid the deposit by cash or check, the refund will be mailed to them. Please
print their name and address below.

Signature:  ___________________________________  v. 9/7/09

ICCIS Date Received ___________