**Conditions of Participation**

**Period of Enrollment**

The period of enrollment for students ordinarily begins the day of the specified program start date and concludes on the specified program end date. These dates are published in the letter from the director of your program.

**Fees**

The fee, as billed by SIT Study Abroad, covers all scheduled program expenses during the period of enrollment. Students are expected to pay for the following additional expenses: domestic and/or international travel to the program start location; food and lodging prior to arrival at the orientation site on the date scheduled; baggage insurance; fees for passports, visas, tourist cards, and identification cards; preprogram medical expenses (e.g., inoculations) and prophylactic medicines; travel expenses as part of the Independent Study Project; expenses for student books and supplies, tips, laundry, telephone calls, postage, gifts, beverages that are not a customary part of meals, and all other such expenses. Fees have been established based on all known circumstances at the time of calculation, and no change in them is expected. However, due to the nature of SIT Study Abroad programs and the economics of host countries, SIT reserves the right to change its fees without notice. In the event of a fee increase, students will be provided with a reasonable amount of time prior to the program start date and not less than ten (10) days from the date of notice, in which to withdraw. In the absence of notice of withdrawal, students will be committed to the program. Late fees for expenses incurred by SIT Study Abroad may be billed to the student.

**Payment**

A $400 deposit for all non-comparative programs, or $2500 deposit for all IHP/comparative programs, credited towards the student's program fee, must be received before a space on a program can be confirmed. The deposit is nonrefundable and may not be transferred to another semester. Payment of the balance of the program fee is due:

- **July 15** for fall semester programs.
- **December 15** for spring semester programs.
- **May 15** for summer programs.

Students are expected to pay the program fee according to this schedule. If payment is not made on schedule, the student will be withdrawn for nonpayment.

For Comparative Study Programs, enrolled students who withdraw prior to 90 days before the start of the program forfeit one-half of the acceptance deposit ($1,250). After that time, no refunds of the $2,500 acceptance deposit will be given.

**Withdrawal Refund Procedures**

After acceptance to the program, refunds in the event of withdrawal from a program will be made according to the schedule below. Refunds will be calculated from the time SIT is notified by the student or by the last date of association with the program, whichever is later. The amount of the total refund will be determined by the Office of the Registrar. Any outstanding airfare costs will be refunded at the discretion of the airline carrier and/or SIT. After the refund amount has been determined, balances will be refunded or invoices issued for outstanding funds.

Students withdrawing before the first 50% of the semester is over will realize an adjustment of tuition, room, and board, excluding the non-refundable deposit, according to the following schedule:

- **The day of the program's specified start-date** 100% refund minus the deposit
- **During the first 10% of the term** 90% refund of tuition, room, and board
- **Between 11% and 20% of the term** 80% refund of tuition, room, and board
- **Between 21% and 30% of the term** 70% refund of tuition, room, and board
- **Between 31% and 40% of the term** 60% refund of tuition, room, and board
- **Between 41% and 50% of the term** 50% refund of tuition, room, and board
- **After 50% of the term** No refund of tuition, room, and board

If a student believes individual circumstances warrant an exception to these procedures, a written request with supporting documentation should be sent to the Office of the Registrar.

**Program Changes**

Although SIT will attempt to maintain its programs as described in its publications, SIT reserves the right to terminate or alter a program at any time and for any reason, with or without notice. Normally in the event of termination or cancellation, refund procedures shall follow those set forth above in the “Withdrawal Refund Procedures” section.
Insurance

SIT will provide students with illness and accident insurance as specified in the accident and illness policy published in the SIT Study Abroad web site. All students should read this carefully and arrange personally for any supplemental coverage desired. Although SIT can make no representation as to the availability or level of proficiency of medical care in all circumstances, in the event of accident or illness we will attempt to ensure that appropriate care is provided. Responsibility for medical treatment of pre-existing conditions rests solely with the student.

Air Transportation

Students are responsible for arranging and purchasing air and/or ground tickets to and from the specified program start and end locations. In some cases where programs have additional air travel during the program, SIT, as the student's agent, arranges for scheduled air transportation through an airline or travel agent. Students agree that SIT assumes no responsibility or liability for death or injury to the student or for loss of or damage to property (including baggage) resulting from the provision of air transportation and other services. The passenger contract in use by the airlines, when issued, will constitute the sole contract between the airline and the passenger. SIT will designate the times and ports of departure for any group transportation during the program and will arrange for assembly at the designated times and places. Each student is solely responsible for any missed connections due to failure to assemble in a timely manner. SIT will be in no way liable for the cost of alternate transportation or for any losses resulting from the student's failure to use the designated transportation. Upon departure, the student must present a passport or travel document which matches the name on the passenger manifest.

Participation

Students are required to participate fully in all program components and are not allowed to withdraw from any one of the program components.

Medical Review and Visa Procedures

Participation is contingent upon the SIT Health Center review of the student’s completed medical forms. Failure to disclose complete and accurate information on the medical form can result in dismissal from the program. SIT normally requires that all students participating on SIT programs show medical and psychological stability, as determined by SIT, for no less than six months prior to the program start date.

The student is responsible for complying with all visa procedures and deadlines as outlined by SIT. Failure to completely and properly comply with such procedures may result in withdrawal of an offer of admission and forfeiture of a space on the program.

Program Restrictions and Dismissal

Certain activities deemed potentially dangerous to individual safety and program integrity are not permitted and are grounds for dismissal. These include, but are not limited to, motorcycling, hitchhiking, surfing, driving, parachuting, bungee-jumping, hang-gliding, riding in private airplanes, rock climbing, white water rafting, and scuba diving. Independent travel during the program is restricted. Violation of the Independent Travel policy may result in removal from the program. Students traveling independently following the close of a program assume total responsibility for themselves. World Learning, SIT, and its employees assume no liability for individuals once they are separated from the program.

A student who leaves the scheduled program at any time without prior written authorization from SIT Study Abroad will not be allowed to return to it and will be considered withdrawn. The normal refund schedule will apply, and travel expenses incurred due to a premature return to the USA from abroad, either alone or accompanied, must be borne by the student.

SIT and its employees assume no responsibility whatsoever in connection with losses or other damages resulting from and, in its sole discretion, reserves the right to dismiss any student for the following reasons: failure to participate fully in all program components, failure to observe published policies or procedures, failure to disclose material information requested by SIT (e.g., health information), ill health that interferes with effective program participation, failure to comply with the provisions of local country laws, regulations and customs, or conduct that is, in the sole judgment of the Dean of Students of SIT Study Abroad, improper or offensive to the host community, potentially detrimental to the health or safety of the student or other members of the program, or inappropriate for the program or for study in a cross-cultural environment. Examples may include, but are not limited to, the use of drugs, unacceptable sexual behavior, or excessive alcohol consumption. In the event of dismissal, the normal refund schedule will apply. In no event shall World Learning or SIT be responsible for legal fees or other expenses incurred by any student for any reason.

Failure to comply with the program restrictions and other SIT policies and procedures, whether or not resulting in dismissal, may preclude a student from participation in future SIT Study Abroad programs.

Publicity

I understand that future SIT/World Learning publicity materials, including but not limited to its Web site, may include statements made by participants and/or their photographs, film or video images and voices, and I consent to SIT/World Learning's free and perpetual use of any statements, photographs, likenesses, film or video images and voices in any medium, including those that SIT/World Learning obtains from me or any participant or other source.