

## Program Cancellation Refund Policy

Program cancellation refers to a decision **made by UW-Eau Claire or a partner organization** to:

- Cancel an individual student's program participation after the student had been admitted, or
- Cancel an entire program, either before or after the program start date

For information on **student-initiated withdrawal** from a program, see the Student Withdrawal Refund Policy.

### CANCELLATION OF AN ENTIRE PROGRAM

	Pre-CIE Withdrawal Deadline	Post CIE Withdrawal Deadline, but Pre- Program Start Date	Post Program Start Date	Notes
<b>CIE Application Fee</b>	No refund	No refund	No refund	
<b>CIE \$150 Deposit (part of overall CIE Admin Fees)</b>	Refund	No refund	No refund	<i>By Post CIE Withdrawal, significant staff and student staff time, as well as office overhead, will be have been expended on orientation and advising.</i>
<b>Remaining CIE Admin Fees</b>	Not charged until program start date	Not charged until program start date	No refund	<i>By the program start date, most CIE staff and student staff time, as well as office overhead, will already have been expended, and staff will continue to support students post-return with academic, financial and reentry issues.</i>
<b>CISI Insurance</b>	Not charged until program start date	Not charged until program start date	If recoverable from CISI	
<b>Program Fees Paid through UW-Eau Claire</b>	If recoverable from host organization	If recoverable from host organization	If recoverable from host organization	<i>See program cost estimate for items paid by UW-Eau Claire</i>
<b>Application Fees, Deposits and Program Fees Paid directly to Host Organization</b>	Per host organization policy	Per host organization policy	Per host organization policy	<i>See program cost estimate for items students pay directly to host institution</i>
<b>Airfare/Travel Costs; Pre- Booked Personal Travel</b>	Per travel agency, booking site or airline policy	Per travel agency, booking site or airline policy	Per travel agency, booking site or airline policy	<i>Purchase of tickets/and any change, cancellation or rebooking fees are the student's responsibility</i>
<b>Passport and/or Visa Fees</b>	Not reimbursable	Not reimbursable	Not reimbursable	<i>Cost of a passport and visa (if required) are the student's responsibility</i>