

Wheaton College Refund Policy for Short-term Education Abroad Programs

Please note that the refund policies, as published in the catalogue, do not apply to Wheaton College's short-term education abroad programs. The policies for the short-term education abroad programs are outlined below.

Student withdrawal or dismissal:

- Prior to February 15, or an earlier deadline established in writing by the program leader, a student may cancel and all deposits and payments will be refunded. After this date, deposits are not refundable, although other payments for program costs will be refunded to the extent they have not already been contractually committed by the College to outside parties. To cancel or withdraw, students must use their College e-mail address to inform Global Programs and Studies (gps@wheaton.edu) of their decision. The system's time stamp and date on the email received by GPS will be used to determine the applicable refund. Please note that the exact amount of refund, if any, may not be determinable until the end of the program and all expenses have been reconciled.
- Students who voluntarily withdraw from a program after it has begun or leave before the official end date for reasons other than a serious illness or death in the immediate family will receive no refund. In such cases, students may forfeit some or all course credit.
- Students who are dismissed from a program for disciplinary or academic reasons will receive no refund. In such cases, the student will also be responsible for all costs to return home and may forfeit some or all course credit.
- No refund will be made for students who must withdraw during a program due to a known serious illness or condition that the student failed to disclose in a timely manner during the pre-departure process. In such cases, the student will also be responsible for all costs to return home and may forfeit some or all course credit.
- In the event that a student must withdraw during a program in progress due to a serious illness or death of an immediate family member, the College and program leader will take reasonable measures to allow the student to complete the course credits if possible. Whether a course will be able to be completed will depend on the amount of work already completed and whether the remaining work can be completed off-site. If the student is able to complete the credits off-site, no refund will be issued. However, if the credits cannot be completed in these circumstances, the College will refund only recoverable costs. The amount of refund, if any, may not be determinable until the budget has been reconciled at the end of a program.

College cancellation of the program:

- In the unlikely event that the College must cancel a program *prior to departure* for health or safety reasons, the College will take reasonable measures to provide students an equivalent educational experience. If, in its sole discretion, the College determines that this is not possible, the College will refund any monies the student has already paid up to the date of cancellation.
- In the unlikely event that the College must cancel a program *in progress* for health or safety reasons, the College will assist students in completing the credits for which they are enrolled in an alternative location or on-campus. If, in its sole discretion, the College determines that this is not possible, the College will prorate program refunds based on the number of days left in the program after the date of cancellation by the College.

Students are strongly encouraged to purchase individual trip cancellation insurance to cover potential personal losses associated with participation in the program and to examine closely the coverage conditions of their policy. Trip cancellation policies are available through many vendors including but not limited to <https://www.insuremytrip.com/education/wc>. Wheaton College does not cover the loss of personal property.