



**PROGRAM DEPOSIT FORM**  
**STUDY ABROAD, EXCHANGE, USA**  
**FACULTY LED and ALL STUDY ABROAD PARTICIPATION**

This form must be used when making a deposit towards a USA study abroad program. Please complete the following information. USA OIE and affiliated departments cannot take direct payments, all payments must be made to the USA Student Accounts office.

TAKE THIS FORM ALONG WITH YOUR PAYMENT/DEPOSIT TO THE USA STUDENT ACCOUNTS OFFICE  
IN MEISLER HALL. BRING A COPY OF THE RECEIPT TO THE OFFICE OF INTERNATIONAL EDUCATION,  
320 AHE FOLLOWING THE DEPOSIT.

Student Information:

Legal name	<b>LAST</b>	<b>FIRST</b>	<b>Middle</b>	<b>J Number</b>
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Sex	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Birthdate (will be 19 or older by the date of departure for the program)
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Local US Address	
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City/State/zip	
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Local Phone	Other phone:
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USA Email Address	Personal Email address
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Are you using Financial Aid  Yes  No (Financial Aid disbursements, Pell grant, loans and any other assistance must be coordinated through this office.)

Select Program option below: USA Spain <input type="checkbox"/>	USA SPAIN VA - CANCELLED AS OF 2/2/2009 WILL RETURN SUMMER 2010
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USA Mexico <input type="checkbox"/>	<b><u>USA MEXICO PROGRAM FEE AND PAYMENT</u></b> <b><u>SCHEDULE UPDATE AS OF 3/23/2009</u></b>  <b>USA MEXICO Program – June 12 through July 25, 2009 – Fee: \$4,356.00 + \$100 *</b> <b>Please check the appropriate payment you are making:</b>  <input type="checkbox"/> Deposit Amount: \$360.00 February 11, 2009 <input type="checkbox"/> First payment: 50% of balance (\$1,998.00) March 27, 2009 <input type="checkbox"/> NEW Final payment: total balance \$2,098 (\$1,998.00 + \$100) April 17, 2009  <b><u>INSTRUCTION FOR STUDENT ACCOUNTING:</u></b> please deposit the funds to account <b>143134 310900 540100 1000</b>
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**\*Note: Please refer to each programs information for ADDITIONAL fees that may apply including USA tuition, airfare, etc. and what is included or not included in this fee.**

**Program Fee Refund Policy:** Program fees are refundable only in the event of cancellation of the program and based on recoverable expenses. All payments should be considered non-refundable and any requests for consideration of refunds based on extenuating circumstances (medical, etc...) must be made in writing no later than the departure date for the program and will be considered on a case by case basis following completion of the program based on recoverable expenses.

**STUDENT SIGNATURE:** I hereby understand the above conditions and that I must still complete the application and admission process documentation for my program of choice.

Signed \_\_\_\_\_ Date: \_\_\_\_\_

**TAKE THIS DOCUMENT TO THE USA STUDENT ACCOUNTING OFFICE, MAKE PAYMENT AND  
BRING A COPY OF THIS FORM AND THE RECEIPT TO ALPHA HALL EAST 320**