

**SIMPSON COLLEGE**  
**MAY TERM TRAVEL PAYMENT AND REFUND POLICY**  
**Effective Fall 2010**

The payment schedule for all May Term travel courses is as follows:

- \$200 non-refundable deposit payment due upon application to the program (refundable only in the event a) the student is not accepted into the course or b) the travel course is cancelled)
- Final payment due to be paid with the Spring semester tuition, room and board (due by the first business day of January)

The non-refundable deposit payment cannot be considered paid from financial assistance expected to be received in the future. The final payment will be calculated based on the cost of the course and is subject to change up to time of billing at the beginning of December. The final payment is charged in addition to regular Simpson spring semester tuition and other fees. The final payment is estimated and includes round-trip transportation from Des Moines (unless otherwise indicated), any required entry visas, prorating of instructors' expenses, transportation for required study excursions, entrance fees and tickets for scheduled group events, as well as accommodations.

Students are responsible for all direct costs incurred by the College after the payment of the above non-refundable deposit payment. Such direct costs include, but are not limited to, advanced payments for non-refundable deposits to third parties or other institutions, airfare, legal documents, visa and application fees, and any other related direct expense.

To the extent possible, course instructors and Simpson College will attempt to secure a partial refund for students who withdraw from the program at least 90 days prior to departure and provide written notice of such to the Director of International Education. The partial refund to the student will be calculated by Simpson College on an individual student basis and will amount to a maximum of 50% of the direct costs incurred by the College that are recoverable. Within 90 days of the program's departure, no refund will be calculated or due.

In the case of hardship or unforeseen circumstances, the student may appeal the refund calculated per above by providing written notice of appeal to the Director of International Education. The appeal will be reviewed by a committee consisting of the Director of International Education, the applicable course instructor, the Assistant Vice President for Enrollment and Financial Assistance and the Assistant Controller. All decisions made by the appeals committee are final.

If the May Term travel course is cancelled by the College due to uncontrollable circumstances such as acts of war, health risks in the host country, U.S. State Department warnings, or any other reason, the College cannot guarantee, but will attempt to secure a partial refund of the final payment.