

## FEE PAYMENT AND REFUND POLICIES

All students must pay tuition costs at the applicable rate, a program fee, the computer and technology fee, and a one-time program deposit. Students using Temple-arranged housing must pay the housing charges and housing deposit. Non-Temple Pennsylvania resident students attending a Pennsylvania public institution pay a \$600 non-Temple student surcharge while all other non-Temple students pay a \$800 non-Temple student surcharge. In addition, some courses carry fees for either excursions or studio materials.

### **PAYMENT IS DUE AS FOLLOWS:**

Program Deposit: A deposit of \$200 is payable upon acceptance. A due date for the deposit will appear on the student's acceptance letter. The \$200.00 program deposit is credited to the student's account, and will appear on the student's bill as a credit. Please note that this deposit is non-refundable if a student withdraws from the program.

Tuition, Housing and other Fees: Tuition and all other fees are payable when billed according to Temple's standard billing practice. Typically, initial bills for the fall semester are sent in late July with due dates in mid August. Initial bills for the spring semester are typically sent in December with due dates in January. More details about billing, due dates, payment methods, and the Temple Easy Payment Plan appear on the pre-departure website.

At the time the deposit is paid, students should notify Temple if any part of their fees will be paid by another institution or agency in the form of a grant, scholarship, loan, or other type of financial aid. Anticipated restrictions on the applicability of these funds should also be noted (e.g., funds which may be used toward tuition only). Students must supply the name and address of each financial source, the amount available and the date the money will be available. In the event that anticipated funds are not remitted, students will be responsible for the full financial commitment outlined above.

### **REFUND POLICIES ARE AS FOLLOWS:**

In order to determine a student's eligibility for refunds of any fees, International Programs must first receive written notice of withdrawal from the student either by a signed letter or email. International Programs can not accept notice of withdrawal by any other means, including phone calls or letters from parents. The only exception to this would be if a student were incapacitated. In this case the student's parents or guardians should contact International Programs.

Program Deposit: The \$200.00 program deposit is non-refundable should a student withdraw from the program.

Housing Fees and Italian Health Insurance/Permesso Seal: Please note that Temple makes a commitment to the Residence on behalf of students immediately after the due date of students' housing forms. If a student withdraws before the start of the program, Temple will attempt to obtain a refund of the housing costs, but students need to know that a refund may not be possible and students may be liable for the full costs of housing and will be billed accordingly. By the time students arrive in Rome, Temple has made irrevocable commitments on their behalf. Students leaving their Temple-arranged housing before the end of the semester will receive no refund. Temple also makes a commitment to the Italian government concerning health insurance and the permesso seal by the due date of housing forms. If a student withdraws after this date, the Italian Insurance/Permesso Seal fee is non-refundable.

Housing Deposit: The final housing deposit refund that a student using Temple-arranged housing will receive at the end of the semester will reflect deductions for any damages or missing items incurred in Rome. If a student is responsible for damages or missing items exceeding the balance of his/her deposit money, Temple University's Financial Services will send the student an invoice for the outstanding amount.

Rome Program Fee: Once charges are posted to student accounts and initial bills are sent, Temple Rome makes commitments on behalf of students for various activities covered by the Rome program fee such as the Rome Orientation events. If a student withdraws from the program before charges are posted and initial bills are sent (typically the end of July for fall and December for spring), the program fee is refundable. After bills are sent, Temple will attempt to obtain a refund, but students need to be aware that a refund of the program fee after the initial billing date may not be possible.

Tuition, Computer and Technology Fee, Course Fees, non-Temple Student Surcharge: Students may receive a full refund of tuition, the computer and technology fee, course fees, and the non-Temple student surcharge up to the end of the second week of classes provided the proper drop/add form and written notice of withdrawal are completed and submitted in time. After this time, refunds are not possible, though there is provision in some cases for petitioning for a refund of tuition, the computer and technology fees, and course fees after the end of the second week of classes if there are extenuating circumstances. For Temple's full refund policy concerning tuition, the computer and technology fees, and course fees please check the following web site:  
[http://www.temple.edu/bulletin/Enrolling/financial\\_information/tuition\\_fees/fininfo\\_tuition\\_fees.shtm](http://www.temple.edu/bulletin/Enrolling/financial_information/tuition_fees/fininfo_tuition_fees.shtm)

*Temple reserves the right to amend prices to reflect changes in economic conditions.*